

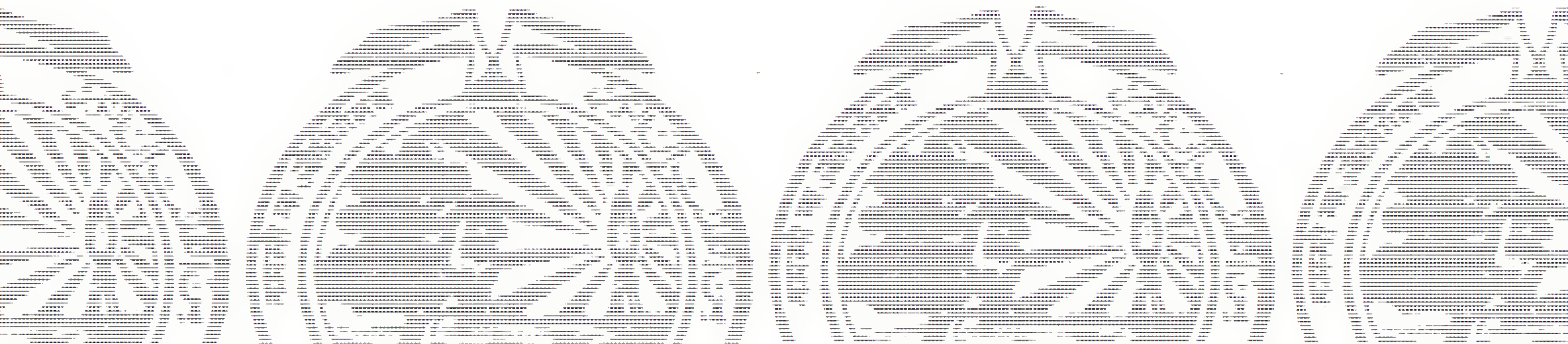
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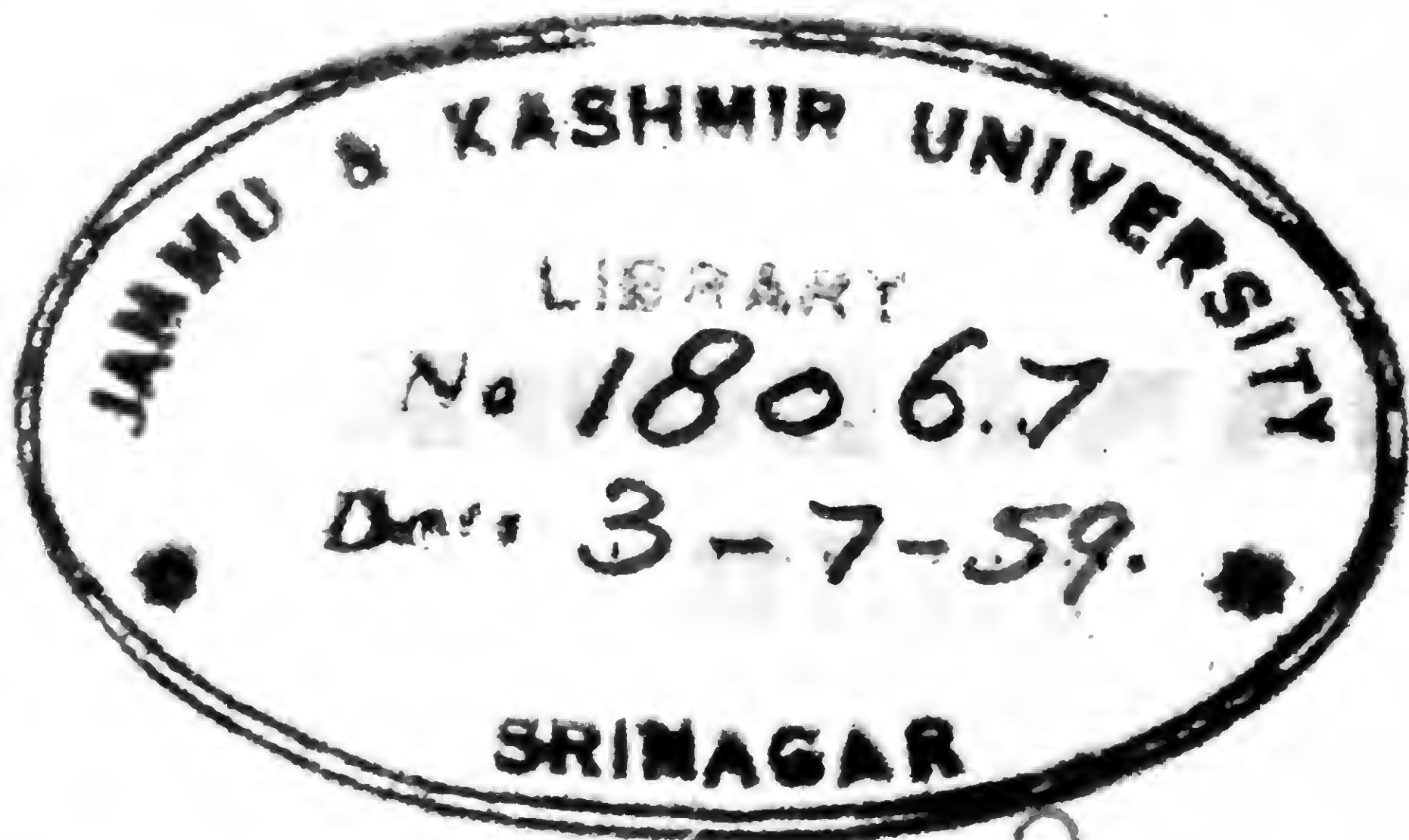
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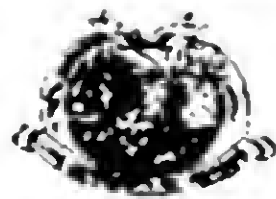
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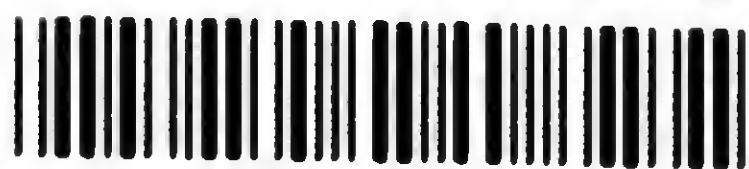
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THE JAMMU AND KASHMIR UNIVERSITY

Act I of 2005(1948)

(As amended to date)

An
Act to establish and incorporate
A teaching and examining University

WHEREAS in view of the changed circumstances it is expedient to withdraw affiliation of the colleges and educational institutions of the State from the Universities of the Punjab and to establish, at Srinagar, a teaching and examining University in the State and to provide for the affiliation of such colleges and institutions with the University;

Now, therefore, in view of its urgency and importance, His Highness, in exercise of the inherent powers under section 5 of the Jammu and Kashmir Constitution Act, 1996, is pleased to enact as follows:—

1. (i) This Act may be called the Jammu Short title and and Kashmir University Act, 2005. commencement.

(ii) This section shall come into force at once. The rest of this Act shall come into force on such date as the Government may by notification in the Government Gazette appoint in this behalf.

2. In this Act and in all Statutes made here-Definitions. under, unless there is anything repugnant in the subject or context:—

(a) “University” means the University of

Jammu and Kashmir State.

(b) "College" means an institution admitted to the University in accordance with the provisions of this Act and Statutes and includes any collegiate institution affiliated to or maintained by the University.

(c) "Principal" means a head of a college.

(d) "Statutes" and "Regulations" mean respectively the Statutes and Regulations of the University, for the time being in force.

(e) "Senate" means the Senate of the University of Jammu and Kashmir State.

(f) "Syndicate" means the Syndicate of the University of Jammu and Kashmir State.

(g) "Teachers" means persons giving instruction on behalf of the University or in the affiliated colleges and includes principals, professors, readers, lecturers, assistant lecturers, demonstrators, physical instructors or directors of physical education and teachers of Teachers' Training Colleges.

(h) "Registered Graduate" means a graduate registered under the provisions of this Act and Statutes.

(i) "High School" means a High School or a Higher Secondary School recognised by the University.

3. (1) The first Chancellor, Pro-Chancellor Incorporation. and Vice-Chancellor of the University and the first members of the Senate, of the Syndicate and of the Academic Board, and all persons who may hereafter become such officers or members, so long as they continue to hold such office or membership are hereby constituted a body corporate by the name of "The University of Jammu and Kashmir State".

(2) The University of Jammu and Kashmir State shall have perpetual succession and a Common Seal, and shall sue and be sued by the said name.

(3) The headquarters of the University shall be located at Srinagar.

4. The University shall have the following Powers of the powers, namely:—
University.

(1) to provide for instruction in such branches of learning as the University may think fit, and to make provision for research and for the advancement and dissemination of knowledge;

(2) to hold examinations, to grant degrees to and to confer other academic distinctions on persons who:—

(a) have pursued an approved course of study in the University or in an affiliated college or in any educational institution approved for the purpose, unless exempted therefrom, as a very special case, by a decision of the Senate on a recommendation of the Syndicate, and have passed an examination of the University under conditions laid down in the Statutes and Regulations; or

(b) are teachers in educational institutions, under conditions laid down in the Statutes and Regulations, and have passed the examinations of the University under like conditions; or

(c) have carried on independent research under conditions laid down in the Statutes; or

(d) are women who have carried on private studies under conditions laid down in the Statutes;

- (3) to confer honorary degrees or other distinctions on approved persons in the manner laid down in the Statutes ;
- (4) to grant such diplomas to, and to provide such lectures and instruction for persons not being members of the University, as the University may determine ;
- (5) to co-operate with other universities and authorities in such a manner and for such purposes as the University may determine ;
- (6) to institute professorships, readerships, lectureships and any other teaching posts required by the University ;
- (7) to admit and maintain colleges, to recognize colleges and other institutions not maintained by the University and to withdraw such recognitions ;
- (8) to inspect affiliated colleges and other institutions and places approved by the University for the residence of students ;
- (9) to demand and receive payment of such fees and other charges as may be authorised by the Statutes and Regulations ;
- (10) to supervise and control the residence and discipline of students of the University or of colleges and other institutions admitted or affiliated to it and to make arrangements for promoting their health and general welfare ;
- (11) to institute and award fellowships, exhibitions, prizes and medals in accordance with the Statutes and Regulations ; and
- (12) to do all such other acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order

to further the objects of the University as a teaching, affiliating and examining body, and to cultivate and promote arts, science and other branches of learning.

4-A. Notwithstanding anything in the foregoing section any re-organisation affecting the structure and pattern of education at the secondary and university stages shall require the previous approval of the Government.

5. Save as otherwise provided in this Act, the **Territorial exercise of powers.** jurisdiction of the University shall extend to the State of Jammu and Kashmir.

6. The University shall be open to all persons of either sex and of whatever race, **University open to all classes and creeds.** creed or class, and it shall not be lawful for the University to adopt or impose on any person any test whatsoever of religious belief or profession in order to entitle him to a certificate, diploma or degree of the University, or to serve as a teacher or to hold any office in the University or to enjoy or exercise any privileges thereof, except where such test is specially prescribed by the Statutes or in respect of any particular benefaction accepted by the University, where such test is made a condition thereof by any testamentary or other instrument creating such benefaction.

Provided that nothing in this section shall be deemed to prevent persons (whether teachers or not) from giving religious instruction in affiliated colleges and other institutions or hostels to those who are not unwilling to receive it.

7. Notwithstanding anything in any other law for the time being in force, no **Admission restricted to educational institutions in the State** educational institution outside the Jammu and Kashmir State territories shall be associated with or

admitted to any privileges of the University, nor shall any educational institution within the aforementioned territories associate in any way with or be admitted to any privileges of any other University incorporated by law ;

Provided that the Chancellor may by order in writing direct that the provisions of this section shall not apply in the case of any institution specified in the order.

8 The following shall be the officers of the University :—
Officers of the University

- (1) The Chancellor;
- (2) The Pro-Chancellor;
- (3) The Vice-Chancellor ;
- (4) The Treasurer ;
- (5) The Registrar; and
- (6) such other officers as the Statutes may declare to be the officers of the University.

9. (1) The Sadr-i-Riyasat shall be the Chancellor. He shall be the Head of the University and President of the Senate and shall, when present, preside at the meetings of the Senate and at any Convocation of the University.

(2) The Chancellor shall have such powers as may be conferred on him by this Act or the Statutes.

(3) Every proposal for the conferment of an honorary degree shall be subject to the confirmation of the Chancellor.

9—A. (1) The Prime Minister shall be the Pro-Chancellor. ex-officio Pro-Chancellor.

(2) The Pro-Chancellor shall, when present, in the absence of the Chancellor, preside at the meetings of the Senate and any Convocation of the University.

(3) The Pro-Chancellor shall have the right to cause an inspection to be made, by such person or persons as he may direct, of the University, its buildings, laboratories, equipment, and of any institutions associated with the University, and also of the examinations, teaching and other work conducted or done by the University; and to cause an inquiry to be made in like manner in respect of any matter connected with the University. The Pro-Chancellor shall in every case give notice to the University of his intention to cause an inspection or inquiry to be made and the University shall be entitled to be represented thereat.

(4) The Pro-Chancellor may address the Vice-Chancellor with reference to the result of such inspection and inquiry and the Vice-Chancellor shall place the same before the Syndicate and also the Senate, if necessary, with such advice as the Pro-Chancellor may offer upon the action to be taken thereon.

(5) The Vice-Chancellor shall then, within such time as the Pro-Chancellor may fix, submit to him a report of the action taken or proposed to be taken by the Syndicate together with the views which the Senate may have expressed on the report.

(6) If the Syndicate does not, within a reasonable time, take action to the satisfaction of the Pro-Chancellor, the Pro-Chancellor may after considering any explanation which the Syndicate may furnish, issue such directions as he may think fit, and the Syndicate shall be bound to comply with such directions.

(7) All correspondence between the Vice-Chancellor and the Chancellor, except in regard to matters of ordinary routine, shall pass through the Pro-Chancellor.

(8) The Chancellor may delegate to the Pro-Chancellor such of the powers under the Act or the Statutes, as he may like.

10. (1) The Vice-Chancellor shall be a whole-time officer of the University and shall be appointed by the Chancellor in the manner provided in this section. The Vice-Chancellor shall hold office for four years and shall receive salary at a rate upto two thousand rupees per mensem in addition to free residential accommodation provided that in exceptional cases the Chancellor may allow a higher salary in consultation with the Government.

Provided further that the first whole-time Vice-Chancellor shall be appointed by the Chancellor in consultation with the Government and shall hold office on such terms and conditions as the Chancellor may prescribe or as stipulated in a contract between him and the Chancellor, as the case may be.

(2) A Committee of three persons (two of whom shall be persons not connected with the University or any affiliated college, nominated by the Syndicate and one person nominated by the Chancellor who shall also appoint one of the three as Chairman of the Committee) shall select not less than three persons and report its selection to the Syndicate. The Syndicate shall forward the names of the persons selected by the Committee together with its recommendations to the Chancellor who shall appoint one of such persons as the Vice-Chancellor.

(3) Where any temporary vacancy in the office

of Vice-Chancellor occurs by reason of resignation, illness, leave or other cause, the Syndicate shall report the same to the Chancellor who shall make such arrangements for carrying on the duties of the Vice-Chancellor as he may think fit.

(4) Till such time as the first whole-time Vice-Chancellor assumes office, the person holding office as Vice-Chancellor on the date of commencement of Jammu and Kashmir University (Amendment) Act, 1956 shall continue to hold office as such.

11. (1) The Vice-Chancellor shall be the principal executive and academic officer of the University and shall in the absence of the Chancellor and the Pro-Chancellor preside at the meetings of the Senate and at any Convocation of the University. He shall be an ex-officio member and Chairman of the Syndicate and of the Academic Board, and shall be entitled to be present and to speak at any meeting of any authority or body of the University, but shall not be entitled to vote thereat unless he is a member of the authority or the body concerned.

(2) It shall be the duty of the Vice-Chancellor to see that this Act, the Statutes and the Regulations are faithfully observed and he shall have all powers necessary for the purpose.

(3) The Vice-Chancellor shall have power to convene meetings of the Senate, the Syndicate and the Academic Board, provided that he may delegate this power to any other officer of the University.

(4) The Vice-Chancellor may take action in any emergency which, in his opinion, calls for immediate action. He shall in such a case and as soon as may be thereafter, report his action

to the officer, authority or other body who or which would ordinarily have dealt with the matter.

(5) The Vice-Chancellor shall exercise such other powers as may be prescribed by Statutes or Regulations.

12. (1) The Treasurer shall be appointed by The Treasurer. the Chancellor after consideration of the recommendations of the Syndicate, upon such conditions and for such period as the Syndicate shall deem fit.

(2) Where any temporary vacancy in the office of the Treasurer occurs by reason of leave, illness or other cause, the Syndicate shall forthwith, subject to the approval of the Chancellor, make such arrangements for carrying on the office of the Treasurer as it may think fit.

(3) The Treasurer shall exercise general supervision over the funds of the University and shall advise in regard to its financial policy.

(4) He shall be an ex-officio member of the Syndicate and shall, subject to the control of the Syndicate, manage the property and investments of the University. He shall be responsible for the presentation of the annual estimates and statement of accounts.

(5) Subject to the powers of the Syndicate, he shall be responsible for seeing that all moneys are expended on the purpose for which they are granted or allotted.

(6) All contracts shall be signed by the Treasurer on behalf of the University.

(7) He shall exercise such other powers as may be prescribed by the Statutes and the Regulations.

13. (1) The Registrar shall be appointed by The Registrar. the Syndicate subject to the con-

firmation of the Chancellor. His terms and conditions of service shall be such as the Syndicate may from time to time prescribe.

(2) The Registrar shall act as the Secretary of the Senate, the Syndicate and of the Academic Board.

(3) The Registrar shall be a whole-time officer and shall exercise such powers and perform such duties as may be prescribed by the Statutes and the Regulations or as may be imposed upon him by any authority of the University.

(4) The Registrar shall, subject to the sanction of the Vice-Chancellor and subject to the Regulations that may be framed in this behalf, control the clerical and inferior staff of the University.

14 The powers of the officers of the University other than the Chancellor, the Pro-Chancellor, the Vice-Chancellor, the Treasurer and the Registrar shall be prescribed by the Statutes and the Regulations.

15. The following shall be the authorities of the University:-
Authorities of the University.

- (i) the Senate ;
- (ii) the Syndicate ;
- (iii) the Academic Board ;
- (iv) the School Board ;
- (v) the Faculties ; and
- (vi) such other authorities as may be declared by the Statutes to be authorities of the University.

16. (1) The Senate shall consist of the following persons, namely :—
The Senate.

Class I—Ex-Officio Members

- (i) the Chancellor ;
- (ii) the Pro-Chancellor ;
- (iii) the Vice-Chancellor ;
- (iv) Ministers of the Jammu and Kashmir Government.
- (v) Judges of the High Court of the Jammu and Kashmir State ;
- (vi) Speaker of the Jammu and Kashmir State Assembly ;
- (vii) Director of Education ;
- (viii) The Treasurer ;
- (ix) Deans of Faculties ;
- (x) Members of the Syndicate of the University not otherwise on the Senate ;
- (xi) Principals of colleges in which instruction is given up to the degree standard ;
- (xii) Registrar;
- (xiii) Ten public servants including the Secretary to the Ministry of Education, as may be prescribed by the Statutes ;

Class II—Other Members

(i) Headmasters of High Schools, one in each Province (Jammu and Kashmir) for every twenty Boys' High Schools or a fraction thereof if it exceeds ten, to be elected by graduate teachers of High Schools of the Province with at least three years' experience as teachers ; and Headmistresses, one from each Province to be elected by graduate teachers of Girls' High Schools of the Province ;

*Explanation :—*For purposes of this sub-section, 'Headmasters' includes 'Principal or Vice-Principal' of a Multi-purpose or Multi-lateral High School

or Higher Secondary School.

(ii) Teachers to be elected by the teachers teaching in colleges other than degree colleges.

(iii) Teachers to be elected by teachers of degree colleges ;

(iv) Teachers in University service, one for every ten such teachers or a fraction thereof, if it is five or more, to be elected by such teachers ;

(v) Persons nominated by the Jammu and Kashmir State Assembly ;

(vi) Graduates elected by the registered graduates from among their own body ; and

(vii) Persons to be nominated by the Chancellor to represent interests not otherwise represented.

(2) The number of persons to be elected or nominated under heads (ii), (iii), (v), (vi) and (vii) of Class II in sub-section (1), the periods for which members under Class II shall hold office and the manner in which they shall be elected shall be prescribed by the Statutes in this behalf ;

Provided that the total number of members of the Senate shall not exceed seventy-five, of whom not less than forty shall be connected with academic life in an administrative or teaching capacity; provided further that the number will automatically increase in proportion to the increase in representation of headmasters and teachers in University service under sub-section (i) and (iv) of section 16 (1) Class II respectively.

17. (1) The Senate shall, on a date to be ~~Meetings of the~~ fixed by the Vice-Chancellor, ~~Senate.~~ meet once a year at a meeting to be called the Annual Meeting of the Senate.

(2) The Vice-Chancellor may, whenever he thinks fit, and shall, upon a requisition in writing signed by not less than twenty members of the Senate, convene a special meeting of the Senate.

18. (1) The Senate shall be the supreme **P o w e r s** and governing body of the University, **Duties of the** and shall have power to review **Senate** the acts of the Syndicate (save when the Syndicate has acted in accordance with powers conferred upon it by this Act, the Statutes or the Regulations), and shall exercise all the powers of the University not otherwise provided for by the Act, the Statutes and the Regulations.

(2) Subject to the provisions of the Act, the Senate shall exercise the following powers and perform the following duties, namely :—

(a) of making Statutes, and of amending or repealing the same ;

(b) of considering and passing resolutions on the annual report, the annual accounts, and the financial estimates.

(3) The Senate may make the Regulations prescribing :—

(a) the procedure to be observed at the meetings ;

(b) the notice to be given of its meetings and of business to be considered thereat ;

(c) the keeping of records of its proceedings.

(4) The Senate shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by this Act or the Statutes.

19. (1) The Syndicate shall be the executive **Syndicate.** body of the University and subject

to the provisions of this Act, its constitution and the terms of office of its members other than ex-officio members shall be prescribed by the Statutes.

(2) The members of the Syndicate shall be :—

Class I—Ex-Officio Members

- (i) the Vice-Chancellor ;
- (ii) the Minister of Education, Jammu and Kashmir State or his nominee ;
- (iii) the Director of Education, Jammu and Kashmir State ;
- (iv) three Deans of Faculties to be nominated by the Vice-Chancellor for a period of two years ;
- (v) the Treasurer.

Class II—Other Members

(i) Three members of the Senate (elected by the Senate at its annual meeting) of whom at least one shall be a registered graduate elected to the Senate by the registered graduates from among their own number ;

(ii) One Principal of a degree college, to be nominated by the Vice-Chancellor by rotation for a period of two years ;

(iii) Two members elected by the Academic Board from its own body; and

(iv) Five persons nominated by the Chancellor of whom two (including one woman) shall be connected with academic life.

20. The Syndicate

(a) shall hold, control and administer the property and funds of the University ;

Powers and Duties of the Syndicate

(b) shall direct the form, custody, and use

of the Common Seal of the University ;

(c) shall, consistently with the powers conferred by this Act on the Vice-Chancellor, regulate and determine matters concerning the University in accordance with this Act, the Statutes and Regulations ;

Provided that no action shall be taken by the Syndicate in respect of the courses of studies except after considering the recommendations of the Academic Board, Board of Post-graduate Studies in the case of Post-graduate examinations and in the case of Matriculation or Higher Secondary Examination those of the School Board ;

(d) shall frame the budget of the University ;

(e) shall administer any funds placed at the disposal of the University for specific purposes ;

(f) save as otherwise provided in this Act or the Statutes, shall appoint the officers (other than the Chancellor, the Pro-Chancellor, the Vice-Chancellor and the Treasurer), teachers and other servants of the University and shall define their duties and the conditions of their service and shall provide for the filling of temporary vacancies in their posts ;

Provided that no teacher shall be employed by the University until provision has been made for his salary in the budget of the University ;

Provided further that for the appointment of University Professors, Readers and Lecturers, the following procedure shall be followed :—

The Vice-Chancellor may seek the advice, on the respective merits of the candidates, of three experts (in the subjects concerned) not connected with the University or an affiliated college, one of whom shall be nominated by the Syndicate and two by the Vice-Chancellor who shall make the final selection in consultation with the Chan-

cellor and the Education Minister of the State ;

(g) shall have powers to accept transfer of any movable or immovable property on behalf of the University ;

(h) shall, subject to the provisions of this Act and under conditions which may be prescribed in the Statutes, admit colleges to the privileges of affiliation to the University and of recognition in new subjects ;

(i) shall arrange for and direct the inspection of all colleges and other institutions and hostels ;

(j) shall appoint examiners in accordance with the procedure prescribed in the Statutes, and shall fix their remunerations ;

(k) shall appoint a committee to publish the result of the University examinations ;

(l) shall, at the request of an affiliated college, appoint a member of a body of the University to advise the colleges in the matter of any college appointment ;

(m) shall control and manage, and shall frame rules for the University Library or Libraries, and shall appoint a Library Committee ;

(n) shall make Regulations for and award in accordance with such Regulations, scholarships, fellowships, exhibitions, bursaries, medals and other rewards , and

(o) shall exercise such other powers and perform such other duties as may be conferred or imposed on it by this Act or the Statutes ;

Provided that the Syndicate may delegate such of its financial and administrative powers as it deems fit to an officer or authority of the University ;

Provided further that the Syndicate may constitute a Committee from among its own members

to carry out certain specified purpose and may delegate to it such powers as it deems fit for that purpose.

21. (1) The Academic Board shall consist of the following persons, all of whom shall be members ex-officio:-
The Academic Board.

- (i) the Vice-Chancellor;
- (ii) the Deans of Faculties;
- (iii) the Heads of Departments (of the subjects in which the University conducts post-graduate courses) who have the status of University Professors or Readers;

with powers to co-opt not more than five persons possessing special knowledge of subjects not otherwise adequately represented on the Academic Board.

(2) Subject to the provisions of this Act, the Statutes and the Regulations, the Academic Board shall have the control and general regulation, and be responsible for the maintenance of standards of teaching and examination within the University.

(3) It shall advise the Syndicate concerning all questions relating to courses of studies except in the case of Matriculation and Higher Secondary examinations, and shall exercise such other powers and perform such other duties as may be conferred or imposed on it by the Statutes.

(4) There shall be a Board of Post-graduate Studies (consisting of, besides, the Vice-Chancellor and the Deans of Faculties, the Heads of the Departments conducting post-graduate teaching on behalf of the University and an expert, not connected with the University or a college, in each subject in which post-graduate teaching is conducted by the University) which shall function

in terms of sub-sections (2) and (3) above in relation to all post-graduate studies.

22. (1) The School Board established in accordance with section 15 (hereinafter called the Board) shall consist of the following:—

- (i) the Director of Education, Jammu and Kashmir State—Ex-officio Chairman;
- (ii) the Deputy Director of Education,—Ex-officio;

Provided that if there are more than one Deputy Directors of Education, Government will nominate one of them to the Board;

- (iii) the Chief Inspectress of Women's Education—Ex-officio;

Provided that if there are more than one Chief Inspectress of Education, Government will nominate one of them to the Board;

- (iv) the Registrar;
- (v) one member from each of the Faculties of Arts, Science, Social Sciences and Education in the manner prescribed by the Statutes;
- (vi) two Provincial Inspectors of Schools in-charge of the boys' education in the two Provinces (Jammu and Kashmir);
- (vii) one Headmaster of a High School in the Ladakh District, nominated by the Director of Education;
- (viii) Headmasters and Headmistresses who have been elected as such to the Senate;
- (ix) one member, each representing the Senate and Syndicate other than (i) to (viii) above and elected in the manner provided by the Statutes.

(2) The duties of the Board shall be :—

(a) to consider all questions relating to the Matriculation or Higher Secondary Certificate Examinations, including the conditions to be fulfilled and the tests to be passed by the candidates and to report thereon to the Syndicate: provided that no matter affecting any Faculty shall be disposed of by the Syndicate without its having been referred to the Faculty for opinion;

(b) to recommend courses of study and reading and syllabi generally to be followed by the candidates for the aforementioned examinations;

(c) to consider all recommendations with regard to these examinations by any of the Boards of Studies in particular branches of knowledge;

(d) to consider and determine in consultation with the examiners all objections raised by the Headmaster and Headmistress or the Principal of any recognised High School or Higher Secondary School, as the case may be, to questions set at these examinations; provided that if the Board and the examiner are not able to agree upon the course to be adopted, the decision of the Board shall be subject to the confirmation of the Vice-Chancellor, and if the Vice-Chancellor does not confirm the decision of the Board, the matter shall be referred to the Syndicate, whose decision shall be final.

(3) The other powers and functions of the Board, including the term of office of members other than ex-officio members shall be determined by the Statutes; provided that the Chairman of the Board shall be consulted in all matters pertaining to or all decisions affecting secondary education and its re-organisation.

23. (1) The University shall include Faculties
The Faculties. of Arts, Science, Social Sciences,

The J & K University Library

Acc. No.

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Law, Commerce, Education, Engineering, Medicine and such other Faculties as may be prescribed by the Statutes.

(2) The constitution and powers of Faculties shall be prescribed by the Statutes.

(3) There shall be a Dean of each Faculty who shall be elected by the Faculty subject to such conditions as may be prescribed by Statutes ;

Provided that no person shall hold the office of Dean for more than two consecutive terms and that a system of election by rotation shall be prescribed by Statutes, whereby the office of Dean will be held by a person who has the status of a University Professor or University Reader in-charge of a department or a Principal of a degree college ;

Provided further that in the event of any existing Dean of Faculty becoming ineligible for the office by virtue of the above provision, the Chancellor in consultation with the Vice-Chancellor may appoint another person eligible for the office for the remaining period.

(4) The Dean of each Faculty shall be responsible for the due observance of the Statutes and Regulations relating to his Faculty.

(5) Each Faculty shall comprise such subjects of study as may be prescribed by the Regulations.

24. The constitution, powers and duties of **Other Authorities** such other authorities as may be declared by the Statutes to be authorities of the University shall be provided for in the manner prescribed by Statutes.

25. The accounts of the University shall, **Audit of Accounts** once at least in every year, and at the intervals of not more than fifteen months

be audited by auditors appointed by the Government of Jammu and Kashmir and a copy of the accounts together with the auditors' report, shall be published in the Jammu and Kashmir Government Gazette.

25-A. Where any provision of this Act or of the Statutes or Regulations refers to any officer of Government by designation, then, if that designation is altered or the office held by such officer ceases to exist, the reference shall be construed as reference to the altered designation, or as the case may be, to such corresponding officer as the Government may direct.

Statutes and Regulations

26. Subject to the provisions of this Act, **Statutes** the Statutes may provide for all or any of the following matters, namely:—

- (a) The holding of Convocation to confer degrees;
- (b) The conferment of Honorary Degrees;
- (c) The institution of Fellowships, Scholarships, Exhibitions, Medals and Prizes;
- (d) The conditions of service of the Vice-Chancellor;
- (e) The designations and powers of the officers of the University;
- (f) The constitution, powers and duties of the authorities of the University;
- (g) The conditions of affiliation and of continuance of affiliation of colleges and other institutions to the University;
- (h) The classification and the mode of appointment of teachers employed by the University;

- (i) The constitution of a pension or provident fund for the benefit of the officers, teachers and other servants employed by the University;
- (j) The maintenance of a register of registered graduates;
- (k) The conditions under which students shall be admitted to the courses of study prescribed by the University, and to the examinations conducted by the University, and be eligible for degrees, diplomas or certificates;
- (l) The fees to be charged for admission to the examinations of the University and for the registration of the graduates;
- (m) The conditions and mode of employment and the duties of examiners;
- (n) The conduct of examinations;
- (o) The admission of students to affiliated colleges;
- (p) The number, qualifications and emoluments of teachers employed by the University;
- (q) All matters which by this Act are to be or may be prescribed by the Statutes.

27. (1) The First Statutes shall be those set out in the Schedule.

(2) The Statutes may be amended or repealed or added to by Statutes made by the Senate in the manner hereinafter appearing.

(3) The Senate may of its own motion take into consideration the draft of any Statute submitted to it by one of its own members;

Provided that in any such case, before a Statute is passed affecting the powers, duties or emoluments of any officer, teacher, authority or board, the opinion of the Syndicate and a report from the person or body concerned shall be taken into consideration by the Senate.

(4) The Syndicate may propose to the Senate the draft of any Statute to be passed by the Senate. Such draft shall be considered by the Senate at its next meeting. The Senate may approve such draft and pass the Statute, or may reject it, or may return it to the Syndicate for reconsideration either in whole or in part, together with any amendments which the Senate may suggest. After any draft so returned has been further considered by the Syndicate together with any amendments suggested by the Senate, it shall again be presented to the Senate, with the report of the Syndicate, and the Senate may then deal with the draft in such manner as it may think proper.

(5) (a) When the Senate has passed a Statute, it shall be submitted to the Chancellor who may assent to it or may withhold his assent or may refer it back to Senate for further consideration ;

(b) If the Senate rejects the draft of a Statute proposed by the Syndicate, the draft shall be submitted to the Chancellor who may refer it back to the Senate for further consideration ;

(c) A Statute passed by the Senate shall not become valid until the Chancellor has given his assent thereto.

(6) The Syndicate shall not propose the draft of any Statute or of any amendment of a Statute

(a) affecting the status, powers or constitution of an authority of the University until such

authority has been given an opportunity of expressing an opinion upon the proposal. Any opinion so expressed shall be in writing and shall be considered by the Senate and shall be submitted to the Chancellor;

(b) affecting the conditions of affiliation of colleges to the University except after consultation with the Academic Board.

28. The Authorities and the Boards of the Regulations. University may recommend to the Syndicate Regulations consistent with this Act and the Statutes providing for all or any of the following matters:—

(a) the procedure to be observed at their meetings and the number of members required to form a quorum;

(b) the notice to be given of their meetings and of business to be considered thereat, the keeping of records of their proceedings and similar matters;

(c) all matters which by this Act or the Statutes are to be prescribed by the Regulations;

(d) the courses of study to be laid down for all examinations of the University;

(e) the conditions of residence of students;

(f) the discipline of students;

(g) the classification or inclusion of subjects of study in various Faculties;

(h) the constitution, powers, and duties of the Boards of the University;

(i) the periodical inspection of affiliated colleges and other institutions.

29. (1) The Syndicate may make Regulations Regulations how on its own initiative or after receiving drafts from the authorities and made. bodies of the University;

Provided that the Syndicate shall not consider the draft of any Regulation regarding:—

(a) the courses of study to be laid down for examinations of the University;

(b) the classification or inclusion of the subjects of study in the various Faculties; otherwise than on the recommendation of the Academic Board.

(2) The Syndicate shall make Regulations providing for:—

(a) the giving of notice to the members of every authority of the University, other than the Senate, of the date of meetings and of the business to be considered at meetings.

(b) the keeping of record of the proceedings of such meetings.

(3) Regulations shall not be made for those matters which under Section 26 of this Act may be provided for by the Statutes.

Supplementary Provisions

30. The annual report of the University shall be prepared under the direction of the Syndicate and shall be submitted to and considered by the Senate at the annual meeting.

31. If any question arises whether any person has been elected, appointed or co-opted as, or is entitled to be, a member of any authority or other body of the University, the matter shall be referred to the Chancellor whose decision thereon shall be final.

32. All casual vacancies among the members (other than ex-officio members) of any authority

or other body of the University shall be filled, as soon as conveniently may be, by the persons or body who appointed, elected or co-opted the member whose place has become vacant, and the person appointed, elected or co-opted to a casual vacancy, shall be a member of such authority or body for the residue of the term for which the person, whose place he fills, would have been a member.

33. No act or proceeding of any authority or other body of the University shall be invalidated merely by reason of the existence of vacancy or vacancies among its members.

34. (1) At any time after the promulgation of this Act and until such time as the authorities of the University shall have been duly constituted or until such time as the Syndicate may desire, a special officer shall be appointed by the Government for the University.

(2) It shall be the duty of the Special Officer to convene the first meeting of the Senate and of the Syndicate within six months of his assuming charge of his appointment. He shall also draft Statutes, and Regulations of an urgent nature for submission to the authorities and bodies of University when they are constituted. He shall be empowered to appoint such clerical and inferior staff as may be necessary. No member of the clerical and inferior staff shall be permanently employed until his appointment has been confirmed by the Syndicate.

(3) The Special Officer shall be empowered to incur expenditure subject to the approval of the Vice-Chancellor.

35. (1) Notwithstanding anything contained in this Act or the First Statutes of the Jammu and Kashmir University with regard to the conditions of affiliation of colleges and other educational institutions, all colleges and educational institutions affiliated to the Universities of the Panjab immediately before the date from which this Act comes into force, shall, with effect from that date, or with effect from such other date as the Government may, by notification in the Government Gazette, appoint, become affiliated to the Jammu and Kashmir University in the same subjects, up to the same standards and on the same conditions.

(2) Notwithstanding anything contained in this Act or the Statutes, any student in a college or any other educational institution associated with the Panjab Universities, who, immediately before this Act came into force, was studying or was eligible for any examination of the Panjab Universities, shall be permitted to complete his course in preparation therefor, and the University shall provide for the instruction and examination of such students in accordance with the prospectus of studies of the Panjab Universities.

36. If any difficulty arises as to the first constitution of any authority of the University after the commencement of this Act, or otherwise in first giving effect to the provisions of this Act, the Government, as occasion may require, may by order do anything which appears to them necessary for the purpose of removing the difficulty.

SCHEDULE

***The First Statutes of the University.**

1. In these Statutes, unless there is anything
Definitions repugnant in the subject or context :—

(a) “the Act” means the Jammu and Kashmir University Act I of 2005, as amended from time to time; “section” means a section of the Act; and “clause” or “sub-clause” means a clause or sub-clause of the Schedule;

(b) “officers”, “authorities”, “professors”, “readers”, “lecturers”, “clerical staff” and “servants” mean, respectively officers, authorities, professors, readers, lecturers, clerical staff and servants of the University;

(c) “department” means a department of teaching established and maintained by the University;

(d) Whenever the words “three years” are used in the Statutes or define the period of membership of an authority of the University, the period, unless otherwise provided, shall be deemed to extend from one annual meeting to the date immediately preceding the next triennial meeting of the Senate, irrespective of the actual date on which the member may have been elected, nominated, co-opted or assigned to an authority.

2. The number of persons to be elected or
Constitution of nominated to the Senate under
the Senate. heads (ii), (iii), (v), (vi) and (vii)
of Class II, Other Members, in Section 16, sub-

*Under section 27(i) of the Jammu and Kashmir University Act.

section (I) of the Act shall be as under:—

(1) The number of teachers to be elected by the teachers teaching in colleges other than degree colleges shall be two;

(2) The number of teachers to be elected by teachers of degree colleges shall be four;

(3) The number of persons nominated by the Jammu and Kashmir State Assembly shall be three;

(4) The number of graduates elected by the registered graduates from among their own body shall be five; and

(5) The number of persons to be nominated by the Chancellor to represent interests not otherwise represented shall be five.

The members so elected or nominated shall hold office for a period of three years;

Provided that a member appointed or elected as a member of a particular body or as the holder of a particular post shall hold office so long only within that period as he continues to be a member of that body or the holder of that post as the case may be.

3. The members of the Syndicate other than
Constitution of the Syndicate. ex-officio members shall hold office
 for a period of three years;

Provided that a member appointed or elected as a member of a particular body or as the holder of a particular post shall hold office so long only within that period as he continues to be a member of that body or the holder of that post as the case may be.

4. Subject to the provisions of the Act, the
Powers of the Syndicate shall have the follow-
 ing powers, namely:—

(a) to institute, at its discretion, such professorships, readerships, lectureships, or other teaching posts as may be proposed by the Academic Board and the Board of Post-graduate Studies;

(b) to abolish or suspend after report from the Academic Board or the Board of Post-graduate Studies thereon, any professorships, readerships, lectureships or other teaching posts;

(c) to appoint or recognise teachers of the University and to appoint officers and other servants of the University, in accordance with the Statutes;

(d) to delegate, subject to such conditions as may be prescribed by regulations made by the Syndicate, its power to appoint examiners, officers, teachers and other servants of the University to such persons or authority as Syndicate may determine;

(e) to manage and regulate the finances, accounts, investments, property and all administrative affairs whatsoever of the University, and for that purpose to appoint such agents as it may think fit;

(f) to accept bequests, donations and transfers of property to the University;

Provided that all such bequests, donations and transfers shall be reported to the Senate at its next meeting;

(g) to provide the buildings, premises, furniture, apparatus, equipment and other means needed for carrying on the work of the University;

(h) to enter into, vary, carry out and cancel contracts on behalf of the University; and

(i) to invest any moneys belonging to the University, including any unapplied income, in

any of the securities, or in the purchase of immovable property, with the like power of varying such investments, or to place on fixed deposit in any bank, approved by the Government in this behalf, any portion of such moneys not required for immediate expenditure.

5. The members of the Academic Board, other than ex-officio members, shall hold office for a period of three years but may be co-opted again on the expiry of such period;

Provided that persons co-opted as representatives of any particular body shall not hold office after they cease to be members of that body.

6. The Academic Board shall have the following powers, namely:—
Powers of the Academic Board.

(a) To make proposals to the Syndicate for the institution of professorships, readerships, lectureships, or other teaching posts, and in regard to the duties and emoluments thereof;

(b) to formulate, modify or revise, subject to the control of the Syndicate, schemes for the constitution or recognition of Faculties and for the assignment of subjects to such Faculties;

(c) to assign teachers to the Faculties;

(d) to promote research within the University, and to require reports of such research from the persons engaged therein;

(e) to advise the Syndicate on all academic matters;

(f) to make proposals to the Syndicate for supplementing the teaching provided by the affiliated colleges; and

(g) to appoint an advisory committee, when

requested to do so by any two or more affiliated colleges, with a view to promoting co-operation between them in the matter of libraries and in other ways encouraging the co-ordination of resources for higher teaching and research.

7. (1) The University may, in addition to the The Faculties Faculties mentioned in sub-section (1) of section 23 of the Act, make provision as soon as possible for the inclusion of the Faculty of Technology.

(2) Each Faculty shall consist of:

(i) the professors and readers of the departments comprised in the Faculty;

(ii) such teachers of subjects assigned to the Faculty as may be appointed to the Faculty by the Academic Board;

(iii) such teachers of subjects not assigned to the Faculty but having, in the opinion of the Academic Board, an important bearing on subjects so assigned, as may be appointed to the Faculty by the Academic Board;

(iv) such other persons as may be appointed to the Faculty by the Academic Board on account of their possessing expert knowledge in a subject or subjects assigned to the Faculty;

(v) as many principals of affiliated degree colleges as may be assigned by the Vice-Chancellor;

Provided that every principal of an affiliated college shall be assigned to some Faculty;

Provided further that every principal so assigned shall possess a master's degree or its equivalent in any of the subjects comprised in the Faculty;

(vi) one post-graduate teacher from each affiliated college representing each subject of post-

graduate study, elected by the teachers in the college, of the subjects comprised in the Faculty unless the college is represented in the subject under (v);

Provided that no college shall be deemed, for the purpose of sub-clause (vi) to have post-graduate classes in a subject unless it has presented students for the previous or final post-graduate examination in that subject in any of the three years preceding the date of the election;

(vii) one teacher in the case of each of the Faculties of Arts, Science and Commerce from each affiliated college, elected by the teachers of the college who are engaged in teaching the subjects of study represented by the Faculty;

Provided that the election under this clause shall take place only if the college is represented on the Faculty by less than two persons under (vi) of this Statute;

(viii) persons elected by the Senate not necessarily from its own body and not exceeding ten in the case of each of the Faculties of Arts and Science;

Provided that not more than half the persons elected under this clause shall be teachers in affiliated colleges.

3. Notwithstanding anything contained in Statute 7 (2-i) above, so long as the University does not establish a teaching department, the places of professors and readers of the department of the Faculty concerned under Statute 7(2-i) shall be filled by teachers of the corresponding departments of teaching in affiliated colleges, designated as professors or readers and drawing such salaries as are fixed by Government in this behalf; and clauses (vii) and (viii) of Statute 7(2) shall be inoperative.

4. The total number of members of each Faculty shall not exceed twenty in the case of the Faculties of Arts and Science and ten in the case of any other Faculty, except with the sanction of the Chancellor given at the request of the Academic Board.

5. Each Faculty shall have power to add to its own body persons possessing special knowledge of the subjects of study represented by the Faculty ;

Provided always that the number so added shall not exceed, in the case of the Faculty of Arts and Science, one fifth of the total number of the members of the Faculty ;

Provided that not more than half the persons co-opted under this clause shall be teachers in the affiliated colleges.

6. The term of office of members of the Faculties other than ex-officio members shall be three years ;

Provided that persons appointed or elected as representatives of any particular body shall hold office so long only within the said period as they continue to be members of that body.

8. Subject to the provisions of the Act, each Faculty shall have the following powers, namely :—

- Powers of the Faculty.**
- (a) Subject to the control of the Academic Board to organise the teaching and research work of the University in the subjects assigned to the Faculty ;
 - (b) to constitute Boards of Studies ;
 - (c) to recommend to the Academic Board the courses of studies for the different examinations, other than the Matriculation exa-

mination, after consulting the Boards of Studies ;

- (d) to recommend to the Academic Board the conditions for the award of degrees, diplomas and other distinctions ;
- (e) to dispose of any matter referred to it by the Syndicate or the Academic Board ;
- (f) to transact such other business as may be approved by the Dean of the Faculty.

9. There shall be a Board of Co-ordination Board of Co-ordination. composed of the Vice-Chancellor, who shall be Chairman thereof, the Deans of the Faculties, and the Registrar, to organise teaching of the University and in particular to co-ordinate the work and time-table of the various Faculties, and to assign lecture-rooms, laboratories and other rooms to the Faculties.

10. (1) The Dean of each Faculty shall be The Deans. the executive officer of the Faculty, and shall preside at its meeting. He shall hold office for three years ;

Provided that in case he is absent on leave for a period exceeding three months, his place may be temporarily filled up for the period of his absence by a fresh election.

(2) He shall issue the lecture lists of the University in the departments comprised in the Faculty and shall be responsible for the conduct of teaching therein.

(3) He shall have the right to be present and to speak at any meeting of any committee of the Faculty but not to vote unless he is a member of the Committee.

11. (1) Every college and hall not maintained
Management of by the University, shall be managed
colleges and hos- by a Committee of Management,
tels. the constitution of which shall be
 reported to the Syndicate.

(2) The appointment of the teachers and
 superintending staff of every such college or hall
 shall be made by the Committee of Management
 thereof, and all such appointments shall be reported
 to the Syndicate.

(3) Every student not residing in a college
 or hall shall be attached to a college or hall for
 tutorial help and disciplinary supervision, and for
 such other purposes as may be prescribed by the
 regulations.

12. The Senate may, on the recommendation
Powers of Senate of the Syndicate, by a resolution
to withdraw deg- passed with the concurrence of
ree or diploma. not less than two thirds of the
 members present at the meeting, withdraw any
 degree or diploma conferred by the University.

13. (1) All proposals for the conferment
Honorary degree. of honorary degrees shall be made
 by the Academic Board to the Syndicate and
 shall require the assent of the Senate before
 submission to the Chancellor for confirmation ;

Provided that in cases of urgency the Chancellor
 may act on the recommendation of the Syndicate
 only.

(2) Any honorary degree conferred by the
 University may, with the previous approval of
 the Chancellor, be withdrawn by the Senate on
 the recommendation of the Syndicate.

14. The following persons shall, on payment
Registered gradu- of such fees and subject to such
ates. conditions as may be prescribed

by Statutes, be entitled to have their names enrolled in the Register of Registered Graduates and to enjoy all the privileges of registration, namely:—

(a) All graduates of the Punjab University who took their degrees from the:—

- (i) Sri Pratap College, Srinagar;
- (ii) Amar Singh College, Srinagar;
- (iii) Prince of Wales College, *alias* Government Gandhi Memorial College, Jammu;
- (iv) St. Joseph's College, Baramulla;
- (v) D. A. V. College, Srinagar.

before the Jammu and Kashmir University Act came into force;

(b) *For a period of five years from the commencement of the Act, all graduates of three years' standing or upwards of any Indian university incorporated by any law for the time being in force, or Jamia Millia Islamia, Delhi, or of any university in the United Kingdom, who reside or carry on business in the Jammu and Kashmir State and apply to the University to be granted *ad eundem* degrees of the University;

(c) *All graduates of the University, of three years' standing and upwards.

Notwithstanding anything to the contrary contained in the above Statutes, any person whose name was enrolled in the Register of Registered Graduates on 30th September, 1957, shall continue to enjoy all the privileges accruing to him from such enrolment.

* The period of three years mentioned in Statute 14 (b & c) shall be reckoned from the date of the Convocation on which the degree, by which the graduate is qualified, was conferred on him.

15. In addition to the officers mentioned in Officers of the section 8 of the Act, there shall be the following officers:—
University.

(i) a Proctor for the maintenance of the general discipline of the University, to whom the Vice-Chancellor may delegate such of his disciplinary powers as he may think fit;

(ii) a Librarian for the University Library; and

(iii) the Deputy Registrar.

CHAPTER I

THE OFFICERS OF THE UNIVERSITY

(Under Section 8 of the Act)

***The Chancellor**

†The Pro-Chancellor

‡The Vice-Chancellor

1. When action by the Vice-Chancellor under **Additional Statutes** sub-section (4) of section 11 affects any person in the service of the University, such person shall be entitled to prefer an appeal to the Syndicate within thirty days from the date on which such action is communicated to him.

2. The Vice-Chancellor shall give effect to the orders of the Syndicate regarding the appointment, dismissal and suspension of persons in the employment of the University, and shall exercise general control over the affairs of the University. He shall be responsible for the discipline of the University in accordance with the Act, the Statutes and the Regulations.

1. It shall be competent to the Vice-Chancellor
Regulations

(1) to depute officers or officials of the University on University work;

(2) to sanction officiating and temporary appointments in leave arrangements;

*See section 9 of the Act.

†See section 9-A of the Act.

‡See sections 10 and 11 of the Act.

For financial powers of the officers of the University see Finance and Account Rules.

- (3) to sanction promotions, increments, honorariums, over-time allowance and leave of all kinds, other than the casual, to the clerical staff and servants of the University.
2. (1) The Vice-Chancellor may depute teachers in University service to attend meetings and conferences held in India. He may consult heads of University departments, if and when he so desires.
- (2) No one whose paper has not been accepted by the conference shall ordinarily be deputed as a delegate.
- (3) The Vice-Chancellor may grant, upto the limit of 15 days (extendible by the Vice-Chancellor in special case to twenty days) in an academic year, leave of absence on duty in the case of teachers in University service to enable them:
- (i) to attend meetings of the academic conferences recognised by the University ;
 - (ii) to attend meetings of the committees constituted by the Government or other bodies approved by the Syndicate.

***The Treasurer**

1. All matters relating to income and expenditure of the University in the various departments, not specially provided for in the budget, which require reference to the Syndicate, shall pass through the Treasurer, whose opinion on such matters shall be recorded and

*See section 12 of the Act.

considered by the Vice-Chancellor before they are submitted to the Syndicate.

2. The Treasurer, being responsible for the preparation of budget estimates, will be competent to call upon the heads of departments to submit such information as may be necessary for the preparation of the budget on or before a certain date to be fixed by him and such information shall be supplied to him, as far as possible, on or before the date.

3 The opinion of the Treasurer shall be obtained on all contracts for amounts not less than Rs. 1,000/- relating to matters which are not specifically assigned to any particular authority or body.

4 All cheques upto Rs. 1,000/-, the payment whereof has been passed, shall be signed by the Registrar. Other cheques above Rs. 1,000/- shall be signed by the Treasurer. In the absence of the Treasurer, cheques may be signed by the Vice-Chancellor.

†The Registrar

1. The Registrar may suspend and, subject **Additional Statutes.** to the previous approval of the Vice-Chancellor, appoint, dismiss or otherwise punish the clerical staff and servants of the University Office, provided that all actions taken in the exercise of such powers shall be reported to the Syndicate for its sanction.

2. The duties of the Registrar shall be as follows:—

(1) He shall be the custodian of the records,

†See section 13 of the Act. For financial powers, see Finance and Account Rules.

the Common Seal and such other property of the University as the Syndicate may commit to his charge.

- (2) He shall have power to realize and receive all moneys due to the University and sign and grant receipts for the same, to make all disbursements on account of the University and subject to the provisions of the Statutes sign such cheques or other instruments as may be necessary for the purpose.
- (3) In addition to acting as the Secretary of the Senate, of the Syndicate and of the Academic Board, he shall also act as the Secretary of such other bodies of the University as the Syndicate may determine and shall attend the meetings of the Senate, the Syndicate and the Academic Board and of such other bodies as the Syndicate may determine, and shall keep the minutes thereof.
- (4) He shall conduct all the official correspondence of the University.
- (5) He shall, except where otherwise provided, issue over his signature, notices convening meetings of the Senate, the Syndicate, the Academic Board, the Faculties, the Boards of Studies and any committee or sub-committees appointed by the Senate, the Syndicate, the Academic Board, the Faculties or any of the Boards of Studies.
- (6) Subject to any special directions made by the Syndicate in this behalf, he shall be responsible for the arrangements connected with the conduct of all examinations of the University including the custody, proper printing, and issue of examination

papers and all other matters connected therewith.

- (7) He shall perform such other duties as may, from time to time, be prescribed by the Syndicate or by the Statutes and Regulations.

Provided that he may, subject to such conditions as may be prescribed in the Regulations, delegate any of his powers and duties to any other officer.

- (8) He shall, in the execution of his office, be subject to the immediate direction and control of the Vice-Chancellor, and shall generally render such assistance to the Vice-Chancellor as may be desired by him in the performance of his official duties.

Regulations. The Registrar shall be competent :

1. to appoint temporary staff, in anticipation of Vice-Chancellor's approval, out of the budgetary provision for appointment of temporary staff
2. to enter a black mark in the Work and Conduct Book of the ministerial staff, maintained by him, against the clerks responsible for omissions and errors. Officials who get three black marks in a year shall lose one year's increment.
3. to impose, subject to the approval of the Vice-Chancellor, fines on the clerical staff and inferior servants of the University.

***The Deans**

1. The Dean of each Faculty shall be elected at the annual meeting of the Faculty immediately

*See section 8(6) and 23(3) and (4) of the Act and Statute 10 of the First Statutes.

preceding the meeting of a newly elected Senate. The Vice-Chancellor shall preside at the meeting and invite proposals. Only members of the Faculty shall be eligible for the office of Dean. No member shall propose more than one name. Each proposal shall be duly seconded. The voting shall be by ballot and the person who receives the largest number of votes shall be declared to have been duly elected Dean of the Faculty. In the event of an equality of votes, the Vice-Chancellor shall have a casting vote.

2. If a vacancy in the office of Dean occurs at any other time and the Vice-Chancellor is of the opinion that the election cannot wait till the annual meeting of the Faculty, he shall order the holding of election for the office of Dean by the procedure prescribed by Statute for election to the Senate.

***The Proctor**

1. All disciplinary powers affecting students **Duties and powers** which are not vested in principals of the Proctor or other constituted authorities, shall be exercised by the Proctor, under the direction of the Vice-Chancellor.

2. The Proctor shall take disciplinary action in the case of all students of the University, both resident and non-resident, who are guilty of misbehaviour or improper conduct elsewhere than within the compounds of the colleges and hostels.

3. Any disciplinary action taken by the Proctor in the case of a student who belongs to a college or hostel shall be reported to the principal of the college concerned.

*See section 8(6) of the Act and Statute 15 of the First Statutes.

4. All breaches of discipline involving expulsion either from the college or hostel shall be reported through the Proctor to the Vice-Chancellor.

5. The Proctor shall take action on all matters which are referred to him for disciplinary measures by any responsible person or constituted authority.

6. The Proctor shall be empowered to deliver a formal caution.

7. The Proctor shall be empowered to impose fines upto a limit of Rs. 10/-.

8. The Proctor shall in consultation with the principal or head of the department concerned have the power to recommend to the Vice-Chancellor the rustication or expulsion of a student from the University.

***The Librarian**

***The Deputy Registrar**

The Deputy Registrar shall exercise the following powers and duties:—
 ing powers and, subject to the control of the Registrar, perform the following duties:—

1. He shall

(i) act as Secretary of the Boards of Studies and the Faculties, the School Board, the Sports Board and all sub-committees of the University authorities other than the Ad-hoc Committee of the Syndicate for appointment of examiners;

*See section 8(6) of the Act and Statute 15 of the First Statutes.

- (ii) be in charge of work relating to
 - (a) compilation and publication of syllabi and courses of study ;
 - (b) Convocation ;
 - (c) issue of forms and stationery ;
 - (d) sports and other extra-curricular activities ;
 - (e) registration of the students of the University ;
- (iii) make all necessary arrangements relating to the conduct of the University examinations, the custody and printing of question papers, however, remaining in charge of the Registrar.
- (iv) conduct all routine correspondence relating to examinations, affiliations and recognitions ;
- (v) sanction inter-college and inter-university migrations ;
- (vi) issue date of birth certificates and copies of entries in the Register of Students ;
- (vii) sanction casual leave to the ministerial and inferior staff of the office and the library except the superintendents and the accountant ;
- (viii) perform such other duties as may be specified by the Vice-Chancellor from time to time.

2. Notwithstanding anything contained in the Statutes and Regulations, the Deputy Registrar shall have authority to pass bills and sign cheques, under the provisions of the Account and Finance Regulations, provided the amount of a bill or a cheque does not exceed Rs. 500/-.

CHAPTER II

THE AUTHORITIES OF THE UNIVERSITY

(Under section 15 of the Act)

(Additional Statutes and Regulations)

***The Senate**

1. The Senate may, on the recommendation of not less than two-thirds of the members of the Syndicate, remove the name of any person from the Register of Graduates.

2. The Senate may remove any person from membership of any Authority or Board of the University upon the ground that such person has been convicted by a court of law of an offence which, in the opinion of the Senate, is a serious offence involving moral delinquency or upon the ground that he has been guilty of scandalous conduct; and may upon the same grounds withdraw from any person any degree, diploma or certificate conferred or granted by the University.

Regulations for the conduct of the meetings of Senate

1. The annual meeting of the Senate shall, unless otherwise directed by the Vice-Chancellor, be held during October and may adjourn from time to time, if necessary.

*See sections 16 and 18 of the Act and Statutes 2 and 12 of the First Statutes.

2. The Registrar shall, not less than thirty days previous to each annual meeting of the Senate, issue to each member a notice of the same. For the first meeting of the Senate, the Special Officer shall issue a notice of five days only.

3. (1) The Treasurer shall, at the annual meeting of the Senate, present the annual accounts and balance-sheet of the University and a statement of the financial estimates for the ensuing year.

(2) The annual accounts, the financial estimates and any draft Statutes shall be considered at the annual meeting.

(3) Three members of the Senate to be elected by the Senate to the Syndicate shall be elected at its annual meeting.

(4) Vacancies, if any, from among such three members shall be filled either at the next annual or an earlier meeting of the Senate as the Vice-Chancellor may direct.

(5) The annual report of the University shall be considered by the Senate at its annual meeting. The Senate may pass resolutions thereon and communicate the same to the Syndicate.

(6) The Senate may draft Statutes and consider the draft of any Statutes submitted by the Syndicate at any meeting of the Senate.

4. (1) The Vice-Chancellor shall, when present, in the absence of the Chancellor and Pro-Chancellor, preside at the meetings of the Senate.

(2) In the absence of the Chancellor, the Pro-Chancellor and the Vice-Chancellor, the mem-

bers present may elect a Chairman to conduct the business from among themselves.

5. (1) At all meetings of the Senate, fifteen **Quorum.** members, inclusive of the Chairman, shall form a quorum.

(2) If a quorum is not present fifteen minutes after the appointed time of the meeting, the Chairman may adjourn the meeting. In a meeting adjourned for want of quorum, no quorum will be necessary.

(3) Any member of the Senate may, in the course of a meeting, call the attention of the Chairman in regard to the absence of the quorum, and the Chairman shall either dissolve or adjourn the meeting.

6. (1) All resolutions shall appertain to the **Notice of resolution and amendment.** powers and duties of the Senate in accordance with the Act, the Statutes and the Regulations.

(2) Any member who wishes to propose a resolution at the meeting of the Senate shall forward the terms of the resolution to the Registrar so as to reach him not later than twenty-three days before the date fixed for the meeting.

(3) The Registrar shall, at least twenty days before the date of the meeting issue an agenda paper* showing the business to be brought before the meeting, and the terms of all the resolutions to be proposed after their notice in writing has previously reached him, together with the names of the proposers.

†Provided, however, that in a special meeting

*An official agenda put up for the consideration of the Senate shall first be approved in the Syndicate (Syndicate Resolution 14 dated 8th November, 1949).

†Senate Resolution 8 dated 10th November, 1949.

of the Senate called to transact special business, no other agenda except the special agenda shall be taken up for discussion.

(4) Notice of an amendment to a motion or resolution included in the agenda must reach the Registrar at least thirteen days before the meeting of the Senate at which the motion or resolution is to be considered.

(5) If any amendments are received, the Registrar shall, at least ten days before the date fixed for the meeting, issue a revised agenda showing all the proposed motions and amendments.

(6) In the case of meetings other than the annual meeting of the Senate, the Registrar shall give such previous notice of the time and place of the meeting as the circumstances in each case may permit. In such cases he shall issue the agenda paper along with a notice of the meeting.

(7) The requisition for a special meeting of the Senate, signed by not less than twenty members of the Senate, shall be accompanied, in writing, by the business which is intended to be transacted at the meeting of the Senate together with the names of the proposers and the seconders of resolution or resolutions, if any, to be moved.

(8) No resolution, proposal, amendment, or any other business of which due notice has not been given, shall be brought before the Senate at any meeting without the special permission of the Chairman, except the following :

- (i) to adjourn the debate;
- (ii) to adjourn the meeting;
- (iii) to dissolve the meeting;
- (iv) to change the order of the business;

- (v) to refer any matter to any authority of the University;
- (vi) to pass on to the next item of the business;
- (vii) to appoint a committee, and
- (vii) to propose that the question be put to vote.

Motion (i), (ii), (iii) and (iv) shall not be moved without the sanction of the Chairman.

(9) No amendment of which a due notice has not been given shall be moved to a motion or resolution which is being considered at a meeting of the Senate unless

- (i) the Chairman rules it to be in order as arising out of the debate, or
- (ii) permission to move the amendment is given by a majority of the members present.

(10) At a special meeting of the Senate, called on due requisition of members of the Senate, any member may bring forward any amendment without previous notice being given.

7. (1) Every motion shall be affirmative in Procedure. form and must be seconded.

(2) A motion standing in the name of a member who is absent from the meeting may be proposed by any other member of the Senate.

(3) When a motion has been seconded, the terms of it shall be stated by the Chairman and the discussion thereon, if any, may then proceed. If no discussion is raised or no amendment thereto is proposed, the motion shall at once be put to the vote.

(4) Every motion shall be decided by the majority of the votes of the members present. In the case of the votes being equal, the Chairman shall have a casting vote in addition to his own vote as a member.

(5) When an amendment has been proposed and seconded, the terms of such an amendment shall be stated by the Chairman and the discussion of the original motion and the amendment thereto shall proceed *pari passu*. Not more than one motion and one amendment thereto shall be placed before the meeting at the same time.

(6) No amendment shall be proposed which will in effect constitute a direct negative to the motion.

(7) Every amendment must be relevant to the motion to which it is moved.

(8) No amendment shall be proposed which raises a question already disposed of by the meeting or which is inconsistent with any resolution already passed by it.

(9) The order in which amendments are to be brought forward before the meeting shall be determined by the Chairman.

(10) An amendment must be seconded in the same manner as the motion, failing which it shall drop.

(11) A seconder of an amendment may reserve his speech with the permission of the Chairman.

(12) No member shall be allowed to speak more than once in the course of the discussion of a motion or of a motion and an amendment, except the proposer of the substantive motion, who will have a right to reply in either case

at the close of the discussion, provided that a member who has spoken on a motion before the proposal of an amendment thereto, shall be entitled to speak once again upon such amendment. No speech in the Senate, other than that of the Chairman, shall exceed ten minutes

(13) The Chairman shall decide who is in possession of the House.

(14) No member shall speak on the question after the mover has entered on his reply.

(15) When the debate is concluded, the Chairman shall, after summing up, if he so desires, put the question to the vote thus:-

- (i) If there is an amendment, the Chairman shall state the motion and amendment and take the vote of the meeting on the amendment.
- (ii) If the amendment is negatived, the original motion shall be again stated from the Chair, and subject to the foregoing Regulations, any other amendment which is in order may then be proposed thereto.
- (iii) If an amendment is carried, the motion as amended shall be stated from the Chair, and may then be debated as a substantive question to which any further amendments to the original motion which are in order may be proposed, subject to the foregoing Regulations. Such further amendments shall be disposed of in the same manner as the original amendment. When all the amendments have been thus dealt with, the Chairman shall take the vote of the meeting on the motion as amended, as the substantive resolution.

(16) A member proposing the adjournment of the meeting or of a discussion shall also state the date and the time for such adjournment. A meeting or discussion continued on adjournment shall be deemed one with that preceding the adjournment.

(17) If a motion for dissolution is carried, the business before the meeting shall drop.

(18) A motion of an amendment may be withdrawn by the proposer with the consent of two-thirds of the members present at the meeting.

(19) Any member may, with the permission of the Chairman, even whilst another is in possession of the House, rise to explain any misconception of any expression or expressions used by him, but he shall confine himself strictly to the same.

(20) Any member may at any time in the course of discussion rise and call the attention of the Chairman to a point of order. If a point of order is raised by one member in the course of a speech by another, the speaker shall resume his seat until the Chairman has decided it. If the Chairman is of opinion that the point of order has been raised vexatiously or for the purpose of mere obstruction to the discussions or to the business of the meeting, he shall so declare it and it shall be deemed a breach of order.

(21) The Chairman shall be the sole judge on any point of order and may, at his own instance or at the instance of a member, call to order any member who is speaking. If the member so called to order disregards such call, the Chairman may direct him to resume his seat. If the member so directed to resume his seat disregards or questions the ruling of the Chairman, the Chairman may adjourn the meeting or may forthwith at his discretion take a vote of the meeting as

to whether such member shall not be suspended from his functions as a member for that day. If two-thirds of the members present are in favour of such suspension, the Chairman shall declare the offending member suspended and such member shall immediately withdraw. The meeting shall thereupon proceed to business treating such member as absent from the meeting.

(22) On putting a motion or amendment to the vote, the Chairman shall call first for the expression of the opinion of the meeting by a show of hands and shall declare the result thereof. Any member dissatisfied with such a declaration may then and there demand a division and the Chairman shall elect two or more from among the members of the Senate to act as tellers. The tellers shall then take such voting paper to each member who shall subscribe his name in one or other of the two columns, according as he is in favour of or against the motion or amendment before the meeting.

(23) When all the members present desiring to vote, including the tellers, have subscribed their names on the voting paper or papers the tellers shall cast up the number of the two columns, and when the totals have been recorded, shall sign their names thereto and hand the voting paper or papers to the Chairman, who shall thereupon declare the result of the division. When the numbers are equal, the Chairman shall have a second or casting vote and, if he gives it, shall record the same on the voting paper below the signature of the tellers as follows: "I give my casting vote" ("for" or "against" the motion or amendment as the case may be) and shall sign his name and description as Chairman.

(24) Any member may demand that votes be taken by ballot and the Chairman may decide

that votes be recorded by ballot. In case a motion for ballot is supported by not less than six members of the Senate present in the meeting, the Chairman shall order that votes be recorded by ballot and shall select two or more from among the members of the Senate to act as scrutineers. The Registrar shall then give a voting paper to each member who shall record his vote "for" or "against" a motion in the one or the other of the two columns of the voting paper according as he is in favour of or against a motion or amendment before the meeting.

(25) When all the members present desiring to vote, including the scrutineers, have recorded their vote, the scrutineers shall cast up the number of the two columns and when the totals have been recorded shall sign their names thereto and hand the voting paper or papers to the Chairman who shall thereupon declare the result of the ballot. When the numbers are equal, the Chairman shall have a second or casting vote and if he gives it, shall record the same on the voting paper below the signature of the scrutineers as follows: "I give my casting vote" ("for" or "against" the motion or amendment as the case may be), and shall sign his name and description as Chairman.

(26) If the Chairman desires to take an active part in a debate, he shall vacate the Chair until the vote on that debate shall have been taken. During such time the Chair shall be taken by a member present appointed by the Chairman. The acting Chairman shall, during the debate in question, exercise all the rights of the Chairman.

8 (1) A motion for the appointment of a Committee on a subject under debate may be made by any member at any time and without the notice required by Regulation 6(2)

(2) A motion for the appointment of a Committee must define the purpose for which the Committee is to act and the number of its members.

Amendments to enlarge or restrict the number may be made without previous notice. If the motion is carried, the member shall name the persons whom he wishes to form a committee. Any member or members may thereupon propose and second other names. Votes shall then be taken and the requisite number appointed from those who obtain the largest number of votes.

(3) The Senate shall appoint a member of the committee as Chairman of the committee.

(4) The quorum for a committee shall be not less than a majority of the members appointed.

(5) The Committee appointed by the Senate shall submit a report to the Senate and it shall be presented to the Senate at its next meeting.

9. No matter which has been decided by **Reconsideration** the Senate shall, within a period of previous decisions of six months be reconsidered by the Senate except at a special meeting of the Senate convened for that purpose upon the requisition of not less than twenty members.

10. Once every twelve months or at such **Supply of Minutes** other intervals as the Senate may direct, the Syndicate shall cause the minutes of the meetings of the authorities of the University to be printed and a copy thereof forwarded to each member of the Senate.

Provided that the minutes of the meetings of the Senate and the Syndicate are circulated among the members of the Senate soon after

these meetings are held.

11. (1) Any member of the Senate shall, **Interpellations.** subject to the Regulations of the Senate, be entitled to put questions regarding any matter connected with the administration of the University. A member so putting a question or any other member of the Senate shall be entitled to put supplementary questions. Notice of questions to be answered shall be given not less than twenty days before the date of the meeting.

(2) The Vice-Chancellor or in his absence the Registrar may decline to answer any question if he considers it contrary to the best interest of the University. Such decision shall be final. The Vice-Chancellor or in his absence the Registrar may decline to answer supplementary questions for the same reason.

(3) No question may be put which reflects upon the personal character or competence of a member of the University staff.

(4) The Vice-Chancellor or in his absence the Registrar may ask for notice of a supplementary question which he is not prepared to answer without enquiry into the facts of the case.

Elections to the Senate

1. The procedure for election to the Senate shall be as follows:—

The Registrar shall issue under a certificate of posting a notice together with a list of voters and a nomination paper to every voter at his official address, stating the number of vacancies to be filled by election and inviting proposals. The proposals on the nomination form shall be seconded by another voter. The assent of the nominated person shall be duly recorded on the nomination paper, which shall reach the Registrar within a

time specified in the notice, such time not being less than twenty-one days from the date on which the notice is issued.

(1) Spare copies of lists of voters shall be available at the University Office on payment of Re. 1/- per copy.

(2) The Vice-Chancellor shall have authority to correct the lists of voters by adding, altering or omitting names, if any omission or wrong entries be brought to his notice within fifteen clear days from the date of notice under Statute 1.

2. On the expiry of the time fixed by the notice under Statute 1, the Registrar shall, after scrutiny of the nomination papers, prepare a voting paper containing the names of the candidates who have been duly nominated.

The voting paper and a statement of the number of vacancies along with a blank forwarding letter and an envelope for enclosing the voting paper, shall be posted by the Registrar under registered cover to each voter stationed outside Srinagar and Jammu at his official address. The voting paper shall state the time and date before which it must reach the Registrar. The time and date thus notified shall not be less than twenty-one days from the date on which the voting paper is posted.

3. Each voter will fill in his voting paper by putting a cross in the column provided for the purpose against the name or names of the candidates for whom he decides to vote. (Such a cross will signify that he has registered a vote).

4. Each voter may vote for the election of as many candidates as there are vacancies, but he shall not be entitled to give more than one vote to any individual candidate.

5. The forwarding letter shall be signed by the voter in the presence of an attesting officer in the space provided for the purpose. The officer in whose presence the voter signs the forwarding letter, shall attest the voter's signature by appending his own signature and designation.

6. The attesting officer shall be one of the following persons:—

- (1) (i) A Magistrate of the First Class, or a Judicial Officer of a rank not lower than that of a Munsiff;
(ii) A Revenue Officer of a rank not lower than that of a Tehsildar;
(iii) Principals of colleges affiliated to any recognised University;
(iv) Headmasters of recognised High Schools (for registered graduates only).
- (2) No voter shall attest his own forwarding letter.
- (3) No person who is himself a candidate for election in a particular constituency shall attest the forwarding letter of another candidate seeking election in the same constituency.

7. Each voter shall enclose his voting paper in the envelope supplied for the purpose, seal it, and then put the forwarding letter and the envelope in another sealed cover, with the name of the constituency clearly superscribed on it, and send it to the Registrar by registered post. It shall be despatched so as to reach the Registrar in his office on or before the date and time fixed by Registrar under Statute 2.

8. (1) Any voting paper not complying with the above Statutes shall be declared invalid.

(2) If two or more voting papers are received in one cover they shall be declared to be invalid.

9. To each voter in the city of Srinagar or Jammu, the Registrar shall send only the forwarding letter by registered post.

10. The last date fixed by the Registrar under Statute 2 and four days preceding the date shall be the polling days for voters in the cities of Srinagar and Jammu.

11. On these days between such hours as are fixed and notified by the Registrar in this behalf, each voter shall attend the University Office, Srinagar, or the University Sub-Office, Jammu, or any other place in the city of Jammu notified in this behalf by the Registrar, and bring along with him his forwarding letter duly signed by him and attested by an attesting officer.

On the production of this, he shall be supplied with a voting paper, which he will drop into a locked and sealed ballot box provided in a room where each voter can cast his vote in privacy. The box or boxes shall bear the personal seal of the Vice-Chancellor, and the keys of the lock or locks shall remain in his custody, until the time and date fixed for scrutiny of the voting papers.

12. The sealed ballot box or boxes collected by the Officer-in-charge, University Sub-Office, Jammu or any other officer authorised by the Vice-Chancellor in this behalf shall be despatched to the Registrar by registered post.

13. (1) The voting papers received from out-stations shall be kept by the Registrar under lock and key in sealed covers and unopened, until the time and date fixed for their scrutiny.

(2) Due notice of such time and date as also of the place of scrutiny shall be given by the Registrar and such of the voters as may wish to attend during the scrutiny will be at liberty to do so.

(3) On the said day, the Registrar shall open the covers and the ballot boxes, and scrutinize the voting papers and count the votes in the presence of a committee. The committee for scrutiny shall be appointed by the Vice-Chancellor.

(4) The Registrar shall prepare a return of the votes obtained by each candidate, and such return shall be verified and signed by the members of the committee.

14. The candidate or candidates who have obtained the highest number of votes shall be declared to have been duly elected.

When two or more candidates have obtained an equal number of votes and the vacancies available are less than the number of such candidates, the Registrar shall report the case to the Vice-Chancellor, who shall determine by drawing lots, in such manner as he may consider advisable, which of the aforesaid candidates shall be deemed to have been elected.

15. No election shall be deemed to be invalid by reason only of any communication or the voting paper posted to any voter not having been delivered to him by the post office, or any voting papers having been duly posted by registered post and not having been received by the Registrar.

***The Syndicate**

Regulations for the conduct of the meetings of the Syndicate

1. The Registrar shall, ordinarily at least

*See sections 19 and 20 of the Act and Statute 4 of the First Statutes.

ten days before each meeting of the Syndicate, issue to each member thereof, a notice convening the meeting and a copy of the agenda thereof;

Provided that in the case of emergent meetings, the Vice-Chancellor may suspend or modify the operation of this rule.

2. At all meetings of the Syndicate six members shall form a quorum.

3. No resolution, proposal or other matter, foreign to, or wholly inconsistent with the matter appearing in the agenda paper, shall be decided by the Syndicate, except to the extent permitted by the Chairman whose decision on the subject shall be final.

4. Every motion shall be in the form of a resolution which must be seconded.

5. A motion standing in the name of a member who is absent from the meeting may be proposed on his behalf by any other member with the permission of the Chairman.

6. When a motion has been duly proposed and seconded, the Chairman shall read it out to the meeting. It shall then be open to discussion, and if there is no discussion the motion shall at once be put to the vote.

7. Any member present may propose an amendment to a motion. When two or more amendments are proposed, the Chairman shall put them to the vote in the inverse order, the last amendment being put to the vote first, and the first, last.

8. It shall be in the discretion of the Chairman to decide whether an amendment is in order or not.

9. An amendment must be duly seconded.

10. The proposer of an amendment may make a speech in support of his amendment, but he shall not be entitled to reply.

11. Every question shall be decided by a majority of the votes of the members present. It shall be in the option of the Chairman to decide the manner in which the votes of the members shall be recorded.

12. In the case of equality of votes, the Chairman shall have the casting vote in addition to his vote as member.

13. No member shall have a right to speak more than once in the course of the discussion of a motion or of an amendment except the proposer of the motion who shall have the right of reply at the close of the discussion of the motion.

14. No speech other than that of the Chairman shall exceed ten minutes in duration.

15. It shall be in the power of the Chairman to regulate the order of speeches.

16. A motion for dissolution of the meeting, adjournment of the meeting, adjournment of the discussion, or closure may be made at any time as a distinct question, but not in the form of an amendment nor while a member is speaking.

17. If a motion for dissolution of the meeting is carried, the meeting shall stand dissolved. If a motion for adjournment of the discussion is carried, such discussion shall stand postponed to the next meeting. If a motion for closure is carried, the substantive proposal, or the amendment thereto, as the case may be, shall immediately be put to the vote.

18. A member proposing the adjournment of the meeting or of discussion shall also mention the date and time for such adjournment. A meeting or discussion continued on the adjourned date shall be deemed to be the continuation of the adjourned meeting.

19. No discussion shall be allowed on a motion mentioned in Regulation 17.

20. A member may withdraw his motion or amendment, and any motion or amendment may be withdrawn by its proposer with the consent of two-thirds of the members present at the meeting.

21. Any member may, by way of personal explanation, with the permission of the Chairman, explain any misconception of the fact, but in doing so he shall strictly confine to a statement of the fact.

22. Any member may, at any time in the course of a discussion, rise and call the attention of the Chairman to a point of order.

23. If a point of order is raised by one member in the course of speech by another, the speaker shall forthwith resume his seat until the Chairman has decided it.

24. If the Chairman be of opinion that the point of order has been raised vexatiously or for the purpose of mere obstruction, or of interruption, to the discussion, or to the business of the meeting, he shall so declare, and it shall be deemed a breach of order.

25. The Chairman shall be the sole judge of any point of order, and may, at his own instance or at the instance of any member, call to order any member who is speaking. If the member who is

called to order disregards such call, the Chairman may suspend him from membership for the rest of the meeting and in the case of gross misbehaviour he may, with the consent of two-thirds of the members present at the meeting, suspend him for such longer time as he may consider necessary. No member may be suspended longer than the duration of the meeting without the vote of the two-thirds of the members present.

26. A member suspended for the rest of the sitting shall not take part in any discussion, but may remain present at the meeting.

27. A member suspended with the vote of two-thirds of the members present for a longer period than the duration of a meeting, may be called upon to withdraw from the meeting, and thereupon, he shall do so.

28. Proposals relating to formal votes of thanks, messages of congratulation, or condolence, and other matters of like nature may be moved from the Chair without notice.

29. On a requisition signed by any six members of the Syndicate to convene a special meeting thereof, the Registrar shall convene a special meeting on a date to be fixed by the Vice-Chancellor. At such meeting only such subjects as the signatories to the requisition have set forth in the requisition shall first be brought forward and disposed of.

***The Academic Board.**

Regulations for the conduct of the meetings of the Academic Board

1. The annual meeting of the Academic

*See section 21 of the Act and Statute 5 of the First Statutes.

Board shall ordinarily be held sometime in August or September each year, and the Academic Board shall consider at this meeting, among other things, the recommendations made by the Faculties regarding the courses of study for the examinations of the University. Other meetings may be held at such other times as the Vice-Chancellor may direct.

2. The Registrar shall, not less than twenty-one days previous to each meeting of the Academic Board, issue to each member a notice stating the time and place of the meeting.

Provided that in case of necessity, a meeting may be convened at a short notice.

3. Four members, inclusive of the Chairman, shall form a quorum.

4. In the absence of the Vice-Chancellor the members shall elect as Chairman the Dean of one of the Faculties to preside at the meeting.

5. At all meetings of the Academic Board, the Chairman shall have a vote and a casting vote.

6. Notice of a motion or resolution to be included in the supplementary agenda of a meeting of the Academic Board must be in the hands of the Registrar not less than fourteen days before the meeting.

7. Notice of an amendment to a motion or resolution of which notice has been given must, if it is intended to be included in the supplementary agenda, be in the hands of the Registrar at least seven clear days before the meeting of the Academic Board at which the motion or resolution is to be moved.

8. Notwithstanding anything contained in

Regulations 6 and 7, the Chairman may allow a motion or an amendment of which the notice required thereby has not been given.

9. The Regulations relating to conduct of business at a meeting of the Senate shall be applied, so far as may be, to the meetings of the Academic Board.

***The Board of Post-Graduate Studies.**

****The School Board.**

1. The term of office of the members of the Life of members. School Board, other than ex-officio members shall be three years;

Provided that persons elected as representatives of any particular body shall hold office so long as they continue to be members of that body.

2. The majority of the members of the Board Quorum. shall form a quorum.

§The Faculties

Regulations for the conduct of the meeting of the Faculties

1. The Dean shall preside at the meeting of the Faculty. In the absence of the Dean, the members present shall select their own Chairman.

2. †Meetings of Faculties shall be held ordinarily once a year in July. The meeting held in July shall be called the Annual Meeting.

3. Not less than one-third of the members

*See section 21(4) of the Act.

**See section 22 of the Act.

§See Statutes 7 and 8 of the First Statutes.

†Action shall be taken on the Resolutions passed by the Faculties within a time limit which shall not usually exceed six months (Syndicate Resolution No. 11 (2) dated 3rd August, 1950).

of a Faculty, including the Chairman, shall constitute a quorum; provided that in the Faculties of Education and Oriental Learning the quorum shall not be less than three.

4. The Registrar shall, not less than fifteen days previous to each meeting of the Faculty, issue to each member a notice stating the time and place of the meeting along with the agenda paper.

5. Notice of a motion or resolution to be included in the supplementary agenda of a meeting of the Faculty must be in the hands of the Registrar not less than seven clear days before the date of the meeting.

6. Amendments to motions on the agenda and new proposals also can be moved at the meeting with the permission of the Chairman.

7. Every meeting of the Faculty shall be convened by the Registrar under the orders of the Dean of the Faculty.

8. The Chairman at the meeting of a Faculty may, at his discretion, apply the Regulations prescribed for discussion of matters at meetings of the Senate, so far as he may think fit

9. The following shall be subjects assigned to the Faculties

(1) *Faculty of Arts.*

English, Philosophy, Music, Persian, Sanskrit, Arabic, Urdu, Hindi, Panjabi, Kashmiri and Mathematics.

(2) *Faculty of Social Sciences.*

Economics, History, Political Science, Civics, Education and Domestic Science.

(3) *Faculty of Science.*

Physics, Chemistry, Geology, Botany, Zoology, Geography, Mathematics.

(4) *Faculty of Oriental Learning.*

Persian, Sanskrit, Arabic, Hindi, Urdu and Panjabi.

(5) *Faculty of Education.*

Teachers' Training.

(6) *Faculty of Commerce.*

Commerce.

10. There shall be the following Boards in each Faculty :-

(1) *Faculty of Arts.*

- (i) English and Philosophy.
- (ii) Sanskrit, Hindi and Panjabi.
- (iii) Persian Arabic and Urdu.
- (iv) Music.
- (v) Kashmiri.

(2) *Faculty of Science.*

- (i) Physics (ii) Chemistry (iii) Geology
- (iv) Zoology (v) Botany (vi) Geography
- (vii) Mathematics.

(3) *Faculty of Social Sciences.*

- (i) Economics.
- (ii) History, Political Science and Civics.
- (iii) Education.
- (iv) Domestic Science.

(4) *Faculty of Oriental Learning.*

- (i) Sanskrit, Hindi and Panjabi.
- (ii) Persian, Arabic and Urdu.

(5) *Faculty of Education,*

Teachers' Training.

(6) *Faculty of Commerce.*

Commerce.

11. The members of the several Boards shall be elected at the annual meetings of their respective Faculties. Members shall hold office for a period of three years and shall be eligible for re-election ;

Provided that a member of a Faculty elected to any Board or Boards shall cease to be a member of such Board or Boards, if he ceases to be a member of the Faculty ;

Provided further that any member of a Board who has failed to attend two consecutive meetings of the Board shall cease to be a member of that Board.

12. Vacancies occurring in the course of the year shall be filled up by the Syndicate till the next meeting of the Faculty.

13. The Boards of Studies shall consist of the following number of members :-

Arts, Science and Social Sciences

(1) English and Philosophy	...	7
(2) Sanskrit, Hindi and Panjabi	...	5
(3) Persian, Arabic and Urdu	...	5
(4) Music	...	3
(5) Kashmiri	...	5
(6) Physics	...	5
(7) Chemistry	...	5
(8) Botany	...	5
(9) Zoology	...	5
(10) Geology	...	3
(11) Geography	...	3
(12) Mathematics	...	5
(13) Economics	...	6
(14) History, Political Science and Civics...	...	6
(15) Education	...	3
(16) Domestic Science	...	3

Oriental Learning

(1) Sanskrit, Hindi and Panjabi	...	5
(2) Arabic, Persian and Urdu	...	5

Education

Teachers' Training ... 3

Commerce

Commerce ... 4

14. Each Board shall contain at least one person who is not a teacher in a college.

15. The Faculty concerned shall appoint one of the members of the Board to be the Convener of the Board. The Convener shall be the Chairman of the Board. In the event of the Convener ceasing to hold office, the Syndicate shall appoint a member of the Board to act as Convener till the next meeting of the Faculty concerned.

16. If two or more Boards meet jointly, the Chairman at the joint session shall be elected at the meeting from among the Conveners present.

17. It shall be the duty of each Board to make recommendations to the Faculty concerned regarding:—

- (1) Syllabi for subjects of instruction;
- (2) Combinations of subjects permitted in the various courses;
- (3) New courses of study* and
- (4) Any matter referred to it by the Syndicate, the Academic Board or the Faculty.

18. The majority of the members of a Board or, in the case of joint sessions, of the total number of the members of the Boards meeting jointly shall form a quorum.

*A number of reference books in the Science subjects shall be recommended (Syndicate Resolution No. 9 (1) dated 18th October, 1950).

19. Each Board shall draw up a course or courses for adoption in the subject or subjects with which the Board is concerned.

20. A Board may dispose of its business by meetings or by correspondence or by both.

21. Every Board shall meet once a year in or about the month of July unless otherwise directed by the Vice-Chancellor. If it is found necessary for any special reason to hold an additional meeting of a Board during the course of a session, special permission of the Vice-Chancellor shall be previously obtained by the Convener of the Board concerned.

At this meeting the Board shall draw up courses of study for the various examinations with which it is concerned. For the previous examination in such of the M A. and M. Sc. subjects as have specific papers prescribed for the previous examination, the courses shall be drawn up two years ahead of the examinations for which they are intended to be prescribed. For all other examinations they shall be drawn up three years ahead of the examinations concerned.

22. The Registrar shall forward to the Convener of the Board concerned copies of books received from publishers. The Registrar may, so far as possible, procure, for the use of any Board, books and periodicals which the Board may require. He shall print any notes and minutes which a Board requires to be printed, and pay to the Convener of a Board any expenses incurred by him in circulating books to its members;

Provided that the Registrar may, in any case in which he considers it expedient, take the orders of the Vice-Chancellor before exercising any of the duties prescribed by this Regulation.

23. All remarks or proposals made by members of the Faculties relating to the business of a Board of Studies shall be communicated to the Convener of the Board concerned not later than 15th June.

24. A Board may report to the Faculty in regard to any matter connected with the courses with which it is concerned.

***The Board of Inspection.**

1. The Board of Inspection shall consist of the following persons:—

- (i) The Vice-Chancellor (Convener).
- (ii) The Director of Education (ex-officio).
- (iii) The Deans of Faculties (ex-officio).
- (iv) Two persons elected by the Syndicate and two persons elected by the Senate.
- (v) The Registrar.

2. Subject to the provisions of this Act, the Statutes and the Regulations, all applications for affiliation of colleges and other educational institutions, including all applications for recognition in new subjects, shall be referred by the Syndicate to the Board of Inspection which shall cause an inspection to be made and shall lay its report before the Syndicate for decision.

3. Subject to the provisions of the Act, the Statutes and the Regulations the Board of Inspection shall make arrangements for the periodical inspection of affiliated colleges and other educational institutions and shall report to the Syndicate.

4. The Board of Inspection shall perform such other duties and have such other powers as may be imposed upon or given to it by the Statutes.

*See section 24 of the Act.

5. The Board shall appoint a panel of inspectors consisting of not more than ten persons who shall hold office to the end of the academic year in which they are appointed

6. The Board may fill up casual vacancies in such panel.

7. Periodical inspections of affiliated colleges and other educational institutions, and the inspection of colleges and other educational institutions applying for affiliation, shall be conducted by not less than two persons, being members of the Board or the panel; provided that at least one shall be a member of the Board. In the case of an affiliated college applying for recognition in any new subject, the Board may appoint such and so many persons as it thinks necessary either from the Board or from the panel or from both.

8. The term of office of elected members of the Board other than ex-officio members shall be three years.

1. The Board of Inspection shall meet when-
Regulations. ever the Vice-Chancellor directs.

2. The quorum at a meeting of the Board of Inspection shall be not less than five.

Procedure for election of members from one University authority to another

1. The election shall be held at the first meeting of the authority concerned, after it is newly constituted.

2. The Chairman shall invite proposals. No member shall propose more than one name. Each proposal shall be duly seconded.

3. If the number of persons proposed does not exceed the number of vacancies, the persons

so proposed shall be declared to have been duly elected.

4. The voting shall be by ballot. The scrutiny of the ballot papers shall be conducted by not less than three scrutineers to be appointed by the Chairman of the meeting from among those present at the meeting. The person or persons who receive the largest number of votes shall be declared to have been duly elected. In the event of an equality of votes, the Chairman shall have a casting vote.

5. If a vacancy occurs at any other time, the election shall be held at the next meeting of the authority concerned in the manner prescribed above.

CHAPTER III

AFFILIATION OF COLLEGES, RECOGNITION OF OTHER INSTITUTIONS AND THEIR INSPECTION. STARTING OF HONOURS CLASSES.

Under section 4 sub-sections (7) and (8), section 7,
section 20 (h), section 26, section 27
(6) (b), section 28 (i) and
section 35 (1)
of the Act

***Additional Statutes governing affiliation or recognition.**

1. Subject to the provisions of section 35 of the Act, a college applying for affiliation to the University in any Faculty shall be required to satisfy the Syndicate with regard to the following particulars:-

- (i) that it guarantees a satisfactory standard of educational efficiency for the purpose for which affiliation is sought and that it is established on a permanent basis ;
- (ii) that its financial resources are such as to make due provision for its continued maintenance ;
- (iii) that it satisfies a demand for higher education in a particular locality or for a particular community or denomination ;

*See also Statutes 2 & 7 on pages 75 and 76 under the chapter on Authorities of the University,

- (iv) that the college rules fixing the fees to be paid by the students have not been so framed as to involve such competition with any existing college in the same neighbourhood, as would be harmful to the interests of education ;
- (v) that the pay of its teachers is sufficient to attract and retain competent men, and that reasonable security of tenure is guaranteed to every teacher unless he is filling a temporary vacancy or is on probation ;
- (vi) that it is under proper management and is suitably organised ;
- (vii) that the buildings and playgrounds are suitable and sufficient ;
- (viii) that the furniture and equipment are adequate ;
- (ix) that the provision for the residence of students is satisfactory ;
- (x) that due provision is made for the health and recreation of students ;
- (xi) that it is prepared to furnish such reports, returns and other information as the Syndicate may require ;
- (xii) that provision has been made for a suitable library ;
- (xiii) when affiliation is sought in any branch of experimental science, that arrangements have been made for imparting instruction in that branch of science in a properly equipped laboratory or museum ;

Provided that the Syndicate may grant temporary affiliations to colleges and other institutions

for a period which may extend to three years.

2. Each affiliated college shall observe the rules laid down by the University regarding the admission of students of affiliated colleges and the residence and discipline of students in affiliated colleges.

3. Each affiliated college shall annually report to the Registrar the arrangements made for instruction in the various courses of study in respect of which it has been affiliated.

4. Each affiliated college shall, from time to time, as required by the Regulations, furnish to the Registrar returns in the form prescribed for such returns and shall maintain the registers prescribed for affiliated colleges.

5. All changes in the management and staff of the college shall be communicated to the Registrar within a month; along with details of arrangements made and qualifications of persons appointed.

Qualifications of teachers in colleges

1. *Teachers in colleges shall possess the following qualifications :-

A. Teachers of University and college classes.

(1) For an Arts subject: M. A. in the subject, except in the case of the following :-

Subject	Class	Minimum qualifications of teachers
(i) Home Science	Intermediate	1. Bachelor of Home Science - Lady Irwin

*Students under instruction in classes in which teaching in a particular subject has been conducted by a teacher not possessing the minimum qualifications required under the Statutes for a period of more than eight calendar months shall not be admitted to an examination of the University in that subject. (Syndicate Resolution No. 3(2) dated 19th Feb., 1953).

Subject	Class	Minimum qualifications of teachers
		College, Delhi (first priority).
		2. Bachelor of Home Science - Baroda University (second priority.)
(ii) Education	Intermediate Degree (B. A.)	B. Ed. of a recognised University. M. Ed. of a recognised University.
(iii) Rural Economics	Intermediate	Lecturer-M. A. in Economics preferably Agricultural Economics as a special paper and Demonstrator - B. Sc. (Agriculture).
(iv) Music	Intermediate	Basic academic qualification: For Lecturer-B. A. degree of an Indian university. For Instructor-Matriculation with a working knowledge of Urdu and Hindi.
		Technical qualifications for both: Diploma of Bachelor of Music from any of the recognised Music colleges in India, such recognition to be granted by the Academic Board of this University.
	Degree (B. A.)	Basic academic qualification: For Lecturer-B. A. (Arts)

Subject	Class	Minimum qualifications of teachers
		For Instructor – Matriculation with a working knowledge of Urdu and Hindi.
		Technical qualifications for both :
		A degree of <i>Sangit Visharad</i> from either of the following Universities :-
		(1) Bhatkhande University of Indian Music, Lucknow.
		(2) Ghandharva Mahavidyalaya, Bombay.
		Or
		<i>Sangit Ratna</i> from Madava Sangit Vidyalaya.
		<i>Sangit Prabhakara</i> of Prayag Sangit Samiti of Allahabad.

Note:—For teachers in Music of Intermediate and Degree classes,

The teacher in Music, besides being able to instruct in theory and written papers, should either be qualified in both vocal and instrumental Music or there should be two teachers with appropriate qualifications to teach these two subjects.

(v)	Modern Indian Languages.	Intermediate and Degree (optional) and Intermediate and Degree compulsory for girls.	Full B. A. with Honours diploma in the concerned language.
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Subject	Class	Minimum qualifications of teachers
	Intermediate and Degree compulsory for men and women stu- dents.	M. A. in the subject.

(2) For a Science subject : M A. or M. Sc. in the subject.

Provided that preference shall be given to persons possessing higher class or qualifications.

*Provided further that the Syndicate may recognise any foreign qualifications as equivalent to any of these degrees.

Note:—The possession of a qualification of the same type as, but higher in degree than, that prescribed shall be deemed to be a compliance with the rules as to the prescribed qualification.

B. Heads of departments of degree classes. One having the qualification as in (A) above for the respective Faculties with

- (i) a first-class degree in the subject ;
- (ii) a second-class degree in the subject with three years' experience of teaching degree classes in that subject;

Provided that these qualifications will apply to new appointments, and not in the case of

- (i) those who at present are heads of departments of degree classes; and

*The Syndicate has recognised the B. A. degree of the Oxford University as equivalent to the qualification prescribed for college teachers by the Statute (cf. Syndicate Resolution 14 dated 13th June, 1952).

- (ii) those who have been heads of departments in an intermediate college for at least five years and who may continue as heads of their respective departments in the same institution if and when it is raised to the degree standard;

Provided also that a third-class M. A. or M. Sc. who has taught degree classes for at least five years will be eligible to be the head of the department in the same institution.

C. Heads of departments of post-graduate classes.

One having the qualification as in (A) above for the respective Faculties with a first-class degree in the subject, or else a second-class degree in the subject and three years' experience of teaching post-graduate classes in that subject;

Provided that these qualifications will apply to new appointments, and not in the case of

- (i) those who at present are heads of departments of post-graduate classes; and
- (ii) those who have been heads of departments of degree classes for at least five years, and who may continue as heads of their respective departments, if and when post-graduate classes are started;

Provided also that those who have taught post-graduate classes for at least five years will be eligible to be heads of their departments in the same institution.

D. Principals of colleges.

One with qualifications as in (A) above having three years' experience of teaching degree or post-graduate classes;

Provided that one who has been Principal of an intermediate college for at least five years may continue as Principal of the same institution if and when it is raised to the degree standard, it being ordinarily understood that he or she is qualified to teach degree classes in one of the subjects in which the institution is recognised.

Provided that in case of exceptional merit, the Syndicate, subject to a report to the Senate, may relax any of the above conditions mentioned under A, B, C, and D.

- (3) For Commerce subject—M. Com. or M. A. (Commerce) subject to the condition that the qualifications fixed will not preclude teachers qualified under the University Statutes from teaching subjects (prescribed for the courses) for which they are so qualified.

Qualifications of teachers teaching Matriculation classes

English	... B. A., B. Ed.
Mathematics, Arithmetic, Domestic Arithmetic, and Household Accounts	... B. A. (Maths) or F. A. (Maths) with Mathematics as a special subject in B. Ed.
General Knowledge	... B. A. with History and Geography or B. Ed. with History and Geography as elective subjects.
Science	... B. Sc. or F. Sc. with science as an elective subject in B. Ed.
Physiology	... B. Sc. with Botany or Zoology or F. Sc. (Medical) with science as a special subject in B. Ed.

Persian	... Munshi Fazil or B. A. with Persian as an elective subject.
Urdu	... Adib-i-Fazil or Munshi Fazil and Adib-i-Alim. or B. A. with Urdu as an elective subject.
Sanskrit	... Shastri or B. A. with Sanskrit as an elective subject.
Hindi	... Prabhakar or Shastri and Bhushan or B. A. with Hindi as an elective subject.
Punjabi	... Gyani or B. A. with Punjabi as an elective subject.
Arabic	... Molvi Fazil or B. A. with Arabic as an elective subject.
Drawing	... Training in a technical institution of the Government with Painting and Decorating as subjects or a certificate or diploma in Drawing from a recognised post-matric institute.
Music	... Basic academic qualification ... Matriculation. Technical qualification ... one of the following diplomas in Music:- (1) <i>Sangeet Visharad</i> of Bhatkhande University of Indian Music, Lucknow ;

(2) *Sangeet Visharad* of Ghandharva Mahavidyalaya, Bombay;

(3) *Sangeet Prabhakara* of Prayag Sangeet Samiti of Allahabad ;

(4) Final examination in Music of Shanker Ghandharva Vidyalaya, Gwalior ;

(5) Senior diploma of Music of Allahabad University

Conditions of recognition of high schools.

The minimum number of trained graduates, contingencies and other grants for the high classes shall be as follows :-

(a) The minimum number of trained graduates in an A (first) grade high school shall be four and in a B (second) grade high school this number shall be three.

(b) Contingencies: In addition to the grant usually allotted to primary and middle schools, the following grants shall be allotted for various grades of high schools for high classes, as shown hereunder :-

(i) A grade high schools.

(All schools having a total enrolment of 200 or above in the high classes (IX and X) will be classed as A grade schools)

(1) Books and periodicals ... Rs. 700/- N. R. plus Rs. 250/- recurring for the first 200 students and an additional grant of Rs. 100/- for every hundred students beyond two hundred.

- | | | | | |
|-------------------------------------|-----|------------|--|---------------------------|
| (2) Furniture | ... | Rs. 500/- | N. R. | plus |
| | | Rs. 100/- | recurring. | |
| (3) Maps and charts | ... | Rs. 200/- | N. R. | plus |
| | | Rs. 50/- | recurring | |
| (4) Games gear | ... | Rs. 200/- | N. R. | plus |
| | | Rs. 100/- | recurring. | |
| (5) Science apparatus and chemicals | ... | Rs. 1000/- | N. R. | plus |
| | | Rs. 300/- | recurring for the first 200 students and an additional grant of Rs. 100 for every 100 students beyond 200. | |
| (6) Physiology | ... | Rs. 500/- | N. R. | plus Rs. 150/- recurring. |
| (7) Petty contingencies | ... | Rs. 400/- | recurring. | |

(ii) **B grade high schools.**

(All such schools as have an enrolment of less than two hundred students in the high classes will be classed as B grade high schools).

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|--------------------------------------|-----|------------|------------|------|
| (1) Books and periodicals | ... | Rs. 700/- | N. R. | plus |
| | | Rs. 250/- | recurring. | |
| (2) Furniture | ... | Rs. 500/- | N. R. | plus |
| | | Rs. 100/- | recurring. | |
| (3) Maps and charts | ... | Rs. 200/- | N. R. | plus |
| | | Rs. 50/- | recurring. | |
| (4) Games gear | ... | Rs. 200/- | N. R. | plus |
| | | Rs. 100/- | recurring. | |
| (5) Science apparatus and chemicals. | ... | Rs. 1000/- | N. R. | plus |
| | | Rs. 300/- | recurring. | |
| (6) Physiology | ... | Rs. 500/- | N. R. | plus |
| | | Rs. 100/- | recurring. | |
| (7) Petty contingencies | ... | Rs. 400/- | recurring. | |

Appointment of members of staff of colleges

1. All members of the staff of the colleges, other than those maintained by the Government and excepting those members of the staff who are on a permanent contract, approved by the University, with a missionary society maintaining a college, shall be appointed on a definite written contract of permanent service, which shall embody the following points, besides such other points as each individual college may think fit to include in its own form of agreement.

- (i) Salary and grade shall be definitely stated;
- (ii) The age of superannuation shall be stated in the agreement, and in the case of colleges other than those maintained by the Government, it shall not be less than fifty-five years;
- (iii) Subscription to the contributory provident fund which should be at least $6\frac{1}{4}\%$ of the salary from the Management and as much from the teacher;
- (iv) Probationary period of not less than two years and not exceeding three years;
- (v) Wholetime services of the members of the staff shall be at the disposal of the college except when special permission is obtained for activities unconnected with college;
- (vi) The grounds on which services can be terminated shall be only the following:
 - (a) wilful neglect of duty;
 - (b) misconduct, including disobedience to the orders of the Principal;

- (c) breach of any of the terms of contract ;
 - (d) physical or mental unfitness ;
 - (e) incompetence ; provided that the plea of incompetence shall not be used against the member of the staff concerned after he has put in five years' service after confirmation ;
 - (f) abolition of the post.
- (vii) There shall be three months' notice on either side for terminating the contract, or in lieu of such notice a payment of thrice the monthly salary then being earned by the teacher except when termination of service takes place under sub-clause (a), (b) or (c) of clause (vi) above ;
- (viii) Provision of a tribunal consisting of the Vice-Chancellor of the Jammu and Kashmir University, a judicial officer not below the rank of a District Judge nominated by the Chancellor and a person (not connected with the college concerned) nominated by the Syndicate of the Jammu and Kashmir University, shall be made to settle disputes arising in connection with termination of services under sub-clause (vi) above. The tribunal shall have power to enquire into facts and to interpret the terms of agreement. The decision of the tribunal shall be final and binding on both the parties and no suit shall lie in any civil court in respect of the matters decided by the tribunal. Every agreement shall be submitted

to the University Office for registration within three months of the date of appointment.

2. No whole-time teacher shall be appointed on a salary of less than Rs. 100/- per month. A teacher who is required to put in more than half the time mentioned in sub-statute (a) and (b) of Statute 3 hereinafter following shall be deemed to be a whole-time teacher.

3. The maximum amount of work to be done by teachers in affiliated colleges shall be as follows:

- (a) 18 periods for heads of departments doing post-graduate work, 21 periods for teachers doing post-graduate work and 24 periods for the rest;
- (b) In calculating the above a period to be taken as of 45 minutes and one *practical to be reckoned as equivalent to 4 lecture periods.

4. The normal length of a period shall not be less than 45 minutes.

5. The number of students in a class or section shall not, except with the previous permission of the Vice-Chancellor, exceed 60 for purposes of lectures in the class room;

Provided that the number may go up to 80 if tutorial work on the following scale is conducted:—

- (i) The class is divided into tutorial groups of not more than 10 in each group;

*Lecturers and professors taking theory classes shall devote some time to the practical classes. (cf. Syndicate Resolution No. 9(2) dated 18th October, 1950).

- (ii) Each group meets the teacher for at least one period each week; and
- (iii) 75 per cent of attendance shall be required separately in the tutorial class in each subject;

Provided further that before introducing the scheme each college shall report to the University the details of arrangements made, including the qualifications and pay of teachers and that no class under this scheme shall be started without the previous permission of the Vice-Chancellor.

6. The recognition of a college in a particular subject for a particular degree shall cease in case the college has not sent up for three consecutive years any candidate for any examination in that subject and for that degree.

7. The Syndicate may call upon an affiliated college to take, within a specified period, such action as may appear to it to be necessary in respect of any of the matters referred to in the Statutes relating to the conditions of affiliation of colleges to the University.

8. If after the expiry of the time so fixed, the college fails to comply with the orders of the Syndicate as above, the Syndicate may with effect from such date as it may determine and after considering such explanation as the college may give, withdraw the affiliation.

9. All applications for affiliation or for recognition in new subjects must be made not later than the 1st of October in the calendar year preceding the one in which it is proposed to open new classes.

10. No college shall open classes for any

examination of the University or for any subject comprised in the course for that examination unless it has previously obtained specific recognition from the University for such examination or such subject.

11. A college seeking recognition in any course of instruction in experimental science shall satisfy the University that :

- (a) for every 20 students in the intermediate classes and 15 in the degree classes performing practical work at one and the same time in a science subject, a demonstrator is provided;
- (b) separate laboratories are provided in each branch of science and that each of them is suitably equipped; and
- (c) sufficient and suitable apparatus and materials are provided for the carrying out of experimental work

Inspection of affiliated colleges

The Board of Inspection shall provide that each affiliated college or other educational institution shall be inspected once within the period of three years after the grant to it of the privileges of affiliation or after the inspection last held.

1. Every application from a college or other educational institution for affiliation or recognition or from an affiliated college or affiliated or recognised institution for recognition in a new subject shall be made in the case of a Government institution through the Director of Education and in the case of a non-Government institution by the Chairman of the governing body of the institution or any other authority appointed for the purpose so

as to reach the Registrar not later than October 1 of the year preceding the one in which it is proposed to open the classes. If received on or before the due date, it shall be placed by the Registrar before the Syndicate. If the application is in order, the Syndicate shall refer it to the Board of Inspection which shall select persons in accordance with the Statutes to inspect the college or other educational institution, and to report to the Board within such time as may be fixed by the Board.

2. The colleges and high schools, applying for affiliation or recognition in new subjects, shall pay the following inspection fees:—

	<u>Colleges</u>	<u>High Schools</u>
(1) For first inspection of of the institution	Rs. 150/-	Rs. 75/-
(2) For seeking recognition in a new subject or subjects	Rs. 75/-	Rs. 30/-
(3) For periodical inspec- tion	Rs. 100/-	Rs. 50/-
(4) The rate of inspection fee charged from an institution which has both the high department and the Oriental Classical and Modern Indian Language classes shall be as follows:—		

Rs. 75/- in the case of high schools and
Rs. 150/- in the case of colleges.

The *inspectors appointed to inspect colleges and other institutions shall be paid remuneration

*Conveyance charges to the extent of the amount declared by the inspector as having been actually spent by him for the purpose on a particular day shall be paid. (cf. Syndicate Resolution 13 of 31st May, 1957).

according to the following scale:—

- (1) In the case of colleges to each inspector ... Rs. 16/-
- (2) In the case of high schools to each inspector ... Rs. 8/-

3. In the case of each college, the Principal shall be asked to send up the following statements:—

- (1) Actuals of expenditure for the last year under each minor and detailed head. (These will be communicated at the beginning of the next year in April)
- (2) Budget estimates of expenditure for the current year under each minor and detailed head, as soon as the budget figures have been communicated to them by the Government or the Managing Bodies.
- (3) Staff statements after every six months, in April and in October.
- (4) A certificate from the Principal of the college to the effect that no class has been taught for more than eight months by a teacher who is not adequately qualified according to the provisions of the Statute. This certificate will be sent along with the admission forms of students sent up for each examination separately

4. The Board of Inspection shall consider the report of the inspectors and shall forward it to the Syndicate with its recommendations.

Draft agreement with members of staff in affiliated colleges other than the Government colleges.

Agreement made this--day of--19,--between--of

the first part and the Managing Committee of the--college, through the Principal / Secretary of the second part.

Whereas the college has engaged the party of the first part to serve the college as-----subject to the conditions and upon the terms hereinafter contained. Now this agreement witnesseth that the party of the first part and the college hereby contract and agree as follows:—

1. That the engagement shall begin from the--day of--19--and shall be determinable as hereinafter provided.

2 That the party of the first part is employed, in the first instance, on probation for a period of one year and shall be paid a monthly salary of Rs.-----. The period of probation may be extended by such further period as the party of the second part may deem fit; but the total period of probation shall, in no case, exceed three years.

3. That on confirmation after the period of probation, the college shall pay the party of the first part for his services at the rate of Rs.----- (Rupees-----only), rising by annual increments of Rs.-----to Rs.-----per month. The payment of salary and increments at the rates mentioned in this agreement shall, however, be subject to the condition that funds are available.

4. That the party of the first part will be entitled to the benefit of the provident fund in accordance with the provisions laid down by the college in this connection.

5. That the age of superannuation will be fifty-five years, the actual time of retirement for the party of the first part to be the thirtieth

day of June following the attainment of the age of fifty-five.

6. That the party of the first part shall be entitled to leave in accordance with the rules for the time being in force in the institution.

7. That the party of the first part shall devote his whole time to the duties of his appointment and shall not engage, directly or indirectly, in any trade or business, or without the sanction of the managing committee, take up any occupation which in the opinion of the Principal is likely to interfere with the duties of his appointment.

8. That the party of the first part shall, in addition to the ordinary duties, perform such duties as may be entrusted to him by the Principal in connection with the social, intellectual or athletic activities of the college.

9. After confirmation, the services of the party of the first part can be terminated only on the following grounds:--

- (1) Wilful neglect of duty;
- (2) Misconduct, including disobedience to the orders of the principal;
- (3) Breach of any of the terms of contract ;
- (4) Physical or mental unfitness ;
- (5) Incompetence ; provided that the plea of incompetence will not be used against the party of the first part after he has put in five years' service after confirmation ;
- (6) Abolition of the post.

10. Except when termination of service has

taken place under sub-clause (1), (2) or (3) of clause 9 above, neither the party of the first part nor the party of the second part, shall terminate this agreement, except, by giving to the other party three calendar months' notice in writing or by paying to the other party a sum equivalent to thrice the monthly salary, which the party of the first part is then earning.

*Note:—*The period of notice referred to above does not include the summer or winter vacation or any part thereof.

11. That any dispute, arising in connection with clause 9 of this contract between the party of the first part and the college shall be referred to a tribunal consisting of the Vice-Chancellor for the time being of the Jammu and Kashmir University, a judicial officer not below the rank of a District Judge nominated by the Chancellor, and a person (not connected with the college) nominated by the Syndicate of the Jammu and Kashmir University. The tribunal shall have power to enquire into facts and to interpret the terms of the agreement. The decision of the tribunal shall be final and binding on both the parties and no suit shall lie in any civil court in respect of the matters decided by the tribunal. Signed this _____ day of _____ 19_____

(1) _____

(2) _____

In the presence of :

(1) _____

(2) _____

**Leave and Provident Fund Rules for the
affiliated colleges other than the
Government colleges.**

1. Leave shall be of the following kinds :—

(1) Casual leave ;

- (2) Privilege leave :
 - (3) Sick leave ;
 - (4) Duty leave ;
 - (5) Long term leave ;
 - (6) Extraordinary leave.
- (1) Casual leave shall be on full pay for not more than 14 days in a session and shall not accumulate. It will not ordinarily be combined with holidays but, in special circumstances, the principal will be free to exercise his discretion,
 - (2) Privilege leave on full pay for 10 working days in a session which can accumulate up to 60 working days
 - (3) Sick leave on the difference between current rate of pay and the total cost of the leave arrangement, if any, with minimum of half pay for one month in a session, which cannot accumulate.
 - (4) Duty leave on full pay up to 15 working days in a session may be allowed by the principal at his discretion. Duty leave for further study may be allowed by the managing committee for a period of two months in the session ; provided no extra cost has to be incurred by the college.
 - (5) Long term leave on half pay for one month in a session, which can accumulate up to twelve months for reasons such as prolonged illness, urgent affairs, approved studies, or preparatory to retirement ; provided that in case of prolonged illness,

the leave may, at the discretion of the managing committee, be on full pay for a period not exceeding six months. Such leave to be granted after five years of continuous service, except in the case of prolonged illness.

(6) Extraordinary leave without pay, not exceeding 20 months, for such reasons as the managing committee may deem fit.

2. Leave cannot be claimed as a matter of right. If the exigencies of the occasion demand, the sanctioning authority may refuse leave of any kind and may even cancel the leave already granted.

3. Sick leave or long leave on account of prolonged illness, can be granted on the production of a medical certificate from an approved doctor or a doctor approved by the managing committee.

4. Definitions:-

‘Vacation’ means the summer or winter vacation ;

‘Session’ means the period commencing from July 1 to the following June 30.

5. The authority granting the leave will be the principal, except in the case of long term leave and extraordinary leave which will be granted by the managing committee.

6. The minimum contribution by a member of the staff to the provident fund shall be $6\frac{1}{4}$ per cent of the salary (with the option of the subscriber to deposit upto 15 per cent of the salary) and the minimum contribution by the management should be $6\frac{1}{4}$ per cent. The colleges in which there is a lower scale should bring the contribution to the above level.

Instructions for the guidance of inspectors of affiliated institutions.

1. The very important duty of satisfying itself
General consideration. that its students live and work and receive instruction under conditions such as a modern university is bound to require can, in an affiliating university, only be performed by means of annual returns from the institutions and by periodical inspections. It is upon these inspections at least, as much as upon the strictness of its examinations, that the university must rely for the maintenance of its standards, and it is by sending inspectors of ability and experience that it can best stimulate the life of the institutions by bringing each individual institution into touch with the best that the university has anywhere achieved

2. Inspectors are of course not directly
Relations to school section. concerned with the school classes. They should, however, take note of conditions in these classes in so far as they affect the teaching and life of the university students. The institution is to be regarded as a corporate body of which the school students are an integral part.

3. It will be the duty of the inspectors to
Object of the inspection : satisfy themselves that the institutions continue to comply with the conditions on which the privilege of affiliation was originally granted, and also with the conditions upon which recognition was granted in different subjects from time to time. There should be no attempt at interference with the work of teachers in their own special subject; but the inspectors should suggest both verbally and in the report any improvements in the working of the institution that in their opinion

would promote its efficiency and should also indicate to the Board of Inspection the matters with regard to which they recommend to the Syndicate to make representations to the institution.

4. Before proceeding to the institution, the **Procedure to be** convening inspectors should obtain followed. from the Registrar copies of the previous inspection reports, of inspection reports in connection with any applications for recognition, submitted since the last inspections together with any remarks made or action taken upon them by the Board and the Syndicate.

Inspectors are advised as soon as possible upon arrival at a institution to make a cursory inspection of the buildings and grounds and of the classes (seeing them at work, if possible), the library, laboratories etc., in order that they may form a general impression of conditions. They should then spend some time in studying the records of the institution and familiarising themselves with the details of its constitution and life. In this part of the inspection they should be able to call for any information that they may require whether from the head of the institution, the members of the teaching staff, or the office

As soon as the inspectors feel that they have sufficiently familiarised themselves with the conditions of the institution as revealed in reports, returns, etc. they should proceed to a closer inspection with particular reference to the points detailed in the accompanying schedule, especially those which their scrutiny of documents submitted to them suggests ought to receive particular attention.

An important part of the inspection would be informal discussions with the head of the institution and also in certain cases with individual members of the staff. At such discussions a good

deal can be disposed of which need not find its way into the report, or need only be briefly touched upon therein. In some cases it may be a good thing to meet individual members of the governing body of the institution with a view to impressing upon them the more urgent requirements of the institution.

5. While no stereotyped form of report is prescribed, inspectors should remember that it is their duty to bring, as clearly as possible, before the Board and the Syndicate, the conditions in the institutions. They should also remember that the reports on a particular institution over a course of years should form a continuous and intelligible series from which a just impression of the life and development of the institution may be obtained. While, therefore, it is not intended that every report should deal with all the points set out in the accompanying schedule, it will be well that the order of subjects dealt with should be so far as possible followed.

Ordinarily all necessary notes for writing the report should be with the convening inspector before the inspectors separate.

Inspectors should preface their report with a brief statement of the procedure and of the time occupied by the inspection. They should then report in detail the steps taken by the institution to comply with the recommendations made in previous reports. The report should be signed by all the inspectors.

Periodical inspection.

6. (1) Introduction:

<p>Points to which attention should be given by inspectors for periodical inspection.</p>	<p>Date, time and method of the inspection. Previous inspection reports consulted. Recommendations contained in previous reports and the extent to which they have</p>
---	--

been complied with.

(2) Staff :

- (i) Whether the staff, as mentioned in the preceding annual returns is in conformity with the conditions of affiliation and recognition laid down by the University.

Are any members of the staff teaching subjects for which they are not sufficiently qualified? Whether the existing staff is enough to cope with the work in the institution.

- (ii) Whether the staff is properly paid. Has the institution entered into agreements with the staff in conformity with the Statutes.

Are the provident fund and leave rules satisfactory and on the lines laid down by the University?

- (iii) (a) Have any members of the staff outside interests or responsibilities which interfere with the proper discharge of their duties?

- (b) What do the members of the staff do, in addition to teaching, in connection with the common effort of the institution, hostels, games, N. C. C. etc.?

- (c) What is the practice of the institution with regard to staff meeting?

- (iv) Whether the library and clerical staff is adequate, sufficiently paid and properly qualified.

(3) Finance :

Under this head special attention should be paid to :

- (i) The question whether the income can be expected to meet the normal increments of the staff and the extent to which this is dependent upon an increase in fee income.
 - (ii) The provision for maintenance of the science departments and the library.
 - (iii) Endowments and emergency or reserve funds; how are these invested?
 - (iv) Scholarships and prizes.
 - (v) Audit of accounts.
- (4) Site, buildings, etc.:
- (i) Buildings :
Sufficiency and size of the class-rooms and laboratories in relation to the maximum number of students to be accommodated.
 - (ii) Convenience of the staff, common rooms, private rooms, sanitary arrangements.
 - (iii) Equipment :
 - (a) Class-rooms.
 - (b) Library--
Statistics-system of cataloguing and issue. Hours when in use. Expenditure on books of various subjects of teaching, departmental libraries.
 - (c) Science :
Arrangements of fittings of—
 - (1) Lecture theatres.
 - (2) Practical rooms.

(iv) Apparatus, etc. :

(a) For practical work.

(b) For class demonstrations.

(c) Models, maps, charts, etc

(5) Students :

(i) Total number of students in the institution.

(ii) Whether the number of students in a class or section (lectures and practicals) is within the limits prescribed by the University.

(iii) Does any tutorial system exist in the institution and in which subject? Does it need any expansion or improvement?

(iv) What is the system of examinations and promotions?

(v) What facilities are provided for research work and what research work has been done in the institution during the last five years.

Facilities and arrangements for social activities, societies, athletics, physical training, N. C. C., medical inspection, etc.

(6) Residence of students :

A. Hostels.

(i) Accommodation, size, ventilation and lighting of rooms.

(ii) Relation of school and University students

(iii) (a) Medical attendance, dispensary, sanitation, etc.

(b) Messing arrangements.

- (iv) Contact between wardens and hostellers.
- (v) Regulations and discipline.
- (vi) Social and athletic activities.
- (vii) Common rooms, provision and control of periodicals, books, etc.

B. Recognised hostels.

Inspectors should visit and report upon any recognised hostels in which students of the institution reside.

C. Day students.

What attempt is made to supervise the conditions of life of the day students ?

Arrangements for athletics, etc. Is there a day students' common room ? Where do they spend their leisure period ?

(7) General :

- (i) Tone and discipline.
- (ii) Opportunities for encouraging *esprit de corps*, daily or weekly assembly, general lectures, common dinner, clubs, etc. for students and staff.

(8) Office administration :

- (i) Registers, attendances, students' records and reports, stock books.
- (ii) Method of calculating attendance.
- (iii) System adopted for progress reports to parents and guardians.
- (iv) Record of careers and conduct with a view to issuing certificates.

(9) Miscellaneous.

- (10) Summary of the recommendations made by the inspectors.

The report on periodical inspections:--

The report of the inspectors, as distinct from their recommendations, shall in the first instance be sent by the convening inspector to the head of the institution concerned, who shall be asked to make any comments that he may desire, on the statement of facts contained in the report. The convening inspector will then, in consultation with his colleagues, make such modifications in the report as he may think fit. The report in this form, together with the recommendations of the inspectors, will be placed before the Board. The report as adopted by the Board, with such omissions as the Board may before adoption direct, shall be submitted to the Syndicate, together with the recommendations of the Board. It shall be printed as a 'confidential paper', with the resolution of the Syndicate upon it. Copies of the report shall be sent to the head of the institution and the managing authorities of the institution concerned and the head of the institution shall be asked to indicate in a formal reply what action the institution proposes to take. The head of the institution's reply shall be submitted to the Board and, if accepted, shall be printed and filed with the report.

7. The report in this connection should
Inspection for affi- cover the following:
liation of new ins-
tutions

- (1) Foundation and history of the institution.
The number of years for and the subjects

in which it has been teaching the intermediate classes.

- (2) The existing and the proposed constitutions of the governing body. Whether and to what extent is the staff represented thereupon.
- (3) Is there a real demand for the introduction of the degree classes in the locality?
- (4) Staff: Conditions of service, recognized grades, the existing staff and the staff that will be required on the starting of degree classes.
- (5) The provident fund and leave rules in force and the recommendations in their connection.
- (6) Finance: Endowment and reserve funds and their investment. Dependence on Government or State grants and fees.

In case affiliation is recommended a proforma statement of expenditure and income (including sources) should be given.

- (7) Site, building, etc.
 - (i) Area available.
 - (ii) Number and dimensions of halls, classrooms, library, laboratories, offices, etc.
 - (iii) Hostels, with number and size of rooms, common rooms, etc.
 - (iv) Play fields and grounds, gymnasium, etc.
 - (v) Furniture and fittings in lecture theatres, laboratories and library.
 - (vi) Library.
 - (vii) Students:
 - (a) Societies and general activities.
 - (b) Medical inspection and provision for dispensary and medical care.
 - (c) Athletics and games — physical training.

(viii) Administration :

Number and pay of clerks, registers, attendance, students' record and reports, fees, stock books.

(ix) Summary of recommendation.

8. The instructions given in the preceding paragraphs will, in general, apply in the case where an affiliated institution is to be inspected in connection with an application for recognition in a new subject or for a higher standard in a subject already taught; but attention will be specially given to the following points:—

- (1) Previous applications for recognition in the subject (if any).
- (2) Demand for the subject (i) in relation to other subjects already taught, and (ii) in relation to existing provision in local institutions.
- (3) Financial resources of the institution in relation to the proposed development.
- (4) Existing staff available and additional staff needed.
- (5) Adequacy of class-rooms and, in science subjects, of laboratory accommodation.
- (6) Resources of the library and additional books, etc. required; non-recurring and recurring grants needed for the purpose.
- (7) Equipment and apparatus needed (in the case of science subjects, geography, etc.).
- (8) The report should end with a clear summary of the conditions on which recognition is recommended.

9. For degree colleges with a roll of 300 or less ... Rs. 1,000/- per annum.
Normal expenditure on books in college libraries.

For intermediate colleges with a roll of 300 or less ... Rs. 600/- per annum.

For post-graduate classes ... Rs. 500/- per annum per subject with an initial grant of Rs. 2,000/- for each subject.

Provided that in the case of intermediate and degree colleges with a roll of more than 300 students the recurring library grant shall be increased proportionately.

Special periodicals in particular subjects are to be provided out of the grant for that subject. In this connection it is obvious that, particularly in science, an individual college will find it impossible to provide out of its own resources the special periodicals needed for advanced post-graduate studies, and there is needed a system of mutual borrowing and exchange, both between the colleges within the University and with other colleges and public libraries.

That besides the recurring grant for normal expenditure on books, each new college applying for affiliation should provide for books non-recurring grants which may be spread over two years of:--

Rs. 2,500/-	...	For Intermediate Arts.
Rs. 4,000/-	...	For Intermediate Science.
Rs. 5,000/-	...	For Degree Arts.
Rs. 7,000/-	...	For Degree Science.

10. (i) That there should be a separate building for the school and intermediate classes.
Special instructions to inspectors appointed to report on application for affiliation of new colleges.

- (ii) That unless the college is maintained by the Government, there should be either a separate endowment fund, that cannot be alienated, so long as the college continues to exist:--

Standard	Arts	Science
Intermediate	Rs. 16,000/-	Rs. 24,000/-
Degree	Rs. 24,000/-	Rs. 35,000/-

or a monthly guaranteed income of:--

Intermediate	Rs. 700/-	Rs. 900/-
Degree	Rs. 900/-	Rs. 1,200/-

Guaranteed income would mean income exclusive of college tuition fees.

- (iii) There should be a separate professor (or head of department) for each subject for which recognition is sought. There should not be a common head for two or more subjects, such as History and Politics, Sanskrit and Hindi, Persian and Urdu, Botany and Zoology. The number of teachers, according to the standard or standards to be taught, should be at least:

No. of teachers	Standard or standards
1	Degree only.
2	Degree and Intermediate.
3	Degree and Post-graduate.
4	Degree, Post-graduate and Intermediate.

- (iv) The recurring annual grants for laboratory expenses (in rupees) should be at least:--

	Intermediate		Degree	Post-graduate
	20 students	Per additional 20 students.	Per 20 students	For every 5 students.
Chemistry (excluding gas and distilled water expenses)	400	200	1,000	1,000
Physics	400	200	800	2,000
Botany	100	50	300	300
Zoology	150	70	300	500
Geology	100	50	200	300
Geography	100	...	200	...

besides the non-recruing amount that may be needed for the preliminary equipment and fittings.

- (v) No year should be specified. The college will be allowed to start classes only after the conditions have been fulfilled.
- (vi) The conditions, if any, laid down (by the Board of Inspection) in regard to staff, equipment and furniture, additions and alterations to the building and construction of new buildings shall be fulfilled within the following time-limit prescribed for each :-
- | | |
|-------------------------|---------------------|
| Staff | ... within 6 months |
| Equipment and furniture | ... within 1 year |

Additions and alterations	... within 2 years
New buildings	within 3 years and in extreme cases within 5 years with the approval of the Board of Inspection.

For fulfilment of conditions regarding building of a reserve or providing of a contributory provident fund and improving the conditions of service, no time-limit is fixed for the present.

***Conditions to be fulfilled by colleges for starting Honours classes.**

1. Not less than two full hours, a week, or the equivalent thereof, are to be given for instruction in Honours papers from January of the third year to the end of the academic session in the fourth year class.

2. In the case of Honours classes in Classical Languages, the teacher in addition to possessing adequate qualifications in the subject mentioned in the Statute under the heading "qualifications of teachers in colleges" should at least be a

*Applications for permission to start Honours classes should be made before the 1st of October every year. Any third-division M. A. proposed should be indicated as such in the application. Such a teacher, if already appointed, can take part in pass work in the department. In the "Remarks" column, the total number of teachers proposed for each subject should be indicated.

Once affiliation to the teaching of Honours is given to a college, it shall be sufficient for the University to call for a report each year regarding the arrangements of teaching made. This report about the conditions prevailing shall be submitted before the Honours classes are started, two months before the commencement of the session. (of Syndicate Resolution, 25th February, 1955).

graduate in English.

3. The total amount of teaching work to be put in by a teacher participating in Honours teaching, should not exceed actual 20 periods a week; no period counting as double.

4. Honours teaching should not be entrusted to third-division M. A's unless they have more than ten years' teaching experience in a college.

5. In the case of local colleges, where teaching in a particular subject is intended to be on a co-operative basis, the consent of all the colleges concerned should be available.

6. There should be at least two teachers in the subject for which permission for Honours work is sought, though both the teachers need not necessarily participate in teaching Honours in the subject.

Provided that the Syndicate may, in very special cases, where it is satisfied that efficiency of teaching will not suffer, relax the provision of this rule for a subject for a particular year.

CHAPTER IV

ADMISSION (INCLUDING LATE ADMISSION) OF STUDENTS TO COLLEGES, THEIR REGISTRATION, MIGRATION, RUS- TICATION AND EXPULSION, RESIDENCE, DISCIPLINE ETC.

[Under section 26(o), (k) and section 28 (e), f and section 20(i) of the Act].

1. (1) The admission of students to the first Dates of admis- year, the third year and the fifth sion of students. year classes of the colleges or the University shall begin on the tenth and end on the twentieth day after the publication of the Matriculation, the Intermediate and the Degree examination results respectively;

(2) The admission to the B. Ed. classes of the colleges shall begin on the tenth and end on the twentieth day after the publication of the Degree examination results;

(3) The admission to the Proficiency class in Oriental Classical and Modern Indian Languages in Oriental colleges shall begin on 1st April and end on 11th April each year;

(4) The admission to the High Proficiency and Honours classes for Oriental Classical and Modern Indian Languages in Oriental colleges shall begin on the tenth day after the publication of the results in Proficiency and High Proficiency examinations in Oriental Classical and Modern Indian Languages and end on the twentieth day after the publication of the results;

Provided that, unless the period of admission mentioned above expires before the commencement of the summer vacation, the admission shall

continue upto the tenth day after the reopening of colleges after the summer vacation.

2. A student, when applying for admission to an affiliated college or other educational institution, shall bring with him a certificate as to his conduct signed by the head of the institution in which he was studying during the year previous to his joining the college or other educational institution;

Provided that a student who seeks admission as a private student shall, in lieu thereof, furnish to the principal of the college in which he desires to prosecute his studies, evidence of good conduct.

3 No one shall be admitted in any college to a course of study leading up to the :-

(1) Intermediate examination in any faculty, unless he has passed the Matriculation or an equivalent examination of a recognised University ;

(2) Bachelor's examination in any faculty, unless he has passed the Intermediate examination or an equivalent examination from a recognized University ;

(3) Master's examination in any faculty unless he has passed the Bachelor's examination or an equivalent examination from a recognised University ;

(4) B. Ed. examination unless he has passed the Bachelor's examination or an equivalent examination from a recognised University.

4. A student shall be recognised as a member of a college as soon as he has been accepted by the principal and has paid the fee demanded by the college.

5. No student shall be allowed to migrate from one college to another without an inter-college migration certificate in the form prescribed. The principal concerned shall not issue the discharge certificate until the migration has been sanctioned by the Vice-Chancellor or any other officer authorised in this behalf.

The form of application for migration is given in Appendix 1.

6. If during an academical year a student desires to leave the college or other educational institution, of which he has become a member and to join another college or other educational institution, he shall:—

- (1) give notice of his intention to leave;
- (2) make payment of all college fees due up to date and, unless exempted as next hereafter provided, pay a further sum of Rs. 10/-; and
- (3) refund whatever scholarship or bursary has been paid to him from college or other educational institution funds, if required by the college to do so;

Provided that when it is proved to the satisfaction of the Principal of the college from which the student wishes to migrate that:—

- (i) the parent or guardian with whom the student has been residing is either transferred or changes his residence to another district, or
- (ii) a change of residence has been recommended by a qualified medical practitioner, or
- (iii) a candidate wishes to take up another subject which is not taught in the college (the certificate sanctioning the transfer shall specify this fact and

the student shall offer the new subject for the examination), or

- (iv) a candidate seeks migration owing to change in financial circumstances ;

the principal shall remit the additional sum of Rs. 10/- prescribed by the last preceding statute.

7. Every application for inter-college migration must be made on the prescribed form and accompanied with a fee of Rs. 2/-, which will not be refunded even if the application is rejected.

Migration will not be sanctioned unless the principals of both the colleges agree and this fee of Rs. 2/- has been paid to the University.

8. Tuition fee shall be payable by the student to the principal of the college from which he migrates up to and including the month in which he obtains the migration certificate. Tuition fee for the same month shall not be charged by the college to which he migrates.

9. When a student has made all payments required by these statutes, the principal shall grant a transfer or leaving certificate in the form prescribed, subject to the provision of statute 5.

10. Except with the permission of the principal of the college or other educational institution of which the student is a member, a student shall be refused admission into a college or other educational institution situated in the same city or district as the college from which his transfer certificate was issued.

11. A student, who, owing to his failure of a college terminal examination, has not been allowed promotion, shall not be admitted into a higher class in another college. In the case of students who are provisionally promoted, the principal shall state all the relevant facts on the application for migration.

12. When a student has been guilty of grave misconduct, or of persistent idleness, the principal of the college at which such student is studying, may, according to the nature and gravity of the offence :--

(1) expel, or

(2) rusticate him for a period not exceeding one academic year.

13. (1) A case of rustication shall be reported to the Registrar by the principal concerned. If later on, the order is revised by the principal, this shall be reported to the Syndicate with reasons for revising the order.

(2) All cases of expulsion shall be reported to the Syndicate for confirmation. If the order of expulsion is not confirmed by the Syndicate, the student concerned may be admitted to another college of the University.

14. (1) Rustication, when imposed on a college student shall always mean the loss of one academic year in so far as his appearance at a University examination is concerned. The period, however, depends upon the time of the year when the penalty is imposed.

The student under rustication will have the option of rejoining the class at the beginning of the next academic year and it shall be obligatory on the part of the college to re-admit him if he wishes to rejoin.

Tuition fees shall not be charged during the period of rustication, nor shall the name of the rusticated student be maintained on the rolls of the college during this period.

A student under rustication shall not be admitted into another college within the period of his rustication.

(2) Expulsion when imposed on a college

student shall be for a period of not less than two academic years. A student expelled from a college may not be re-admitted into the same college or into another college without the sanction of the Syndicate and in no case shall be allowed to be re-admitted before the expiry of two academic years from the date of expulsion; provided that the application for admission to another college shall be considered only on the recommendation of the principal of the college from which the student was expelled.

15. All cases of punishment under statute 12 shall be registered by the Registrar and notified among the principals of colleges for information.

Admission of candidates, who have been disqualified for using Unfair Means in the University Examinations.

A candidate who has been disqualified for any specific period in any examination of the University for having used unfair means in the Examination shall not be permitted to appear in any examination before the expiry of that period. He may, however, be permitted to join any affiliated institution at any time during the period, subject to the condition that he makes up the required percentage of attendances of the academic session or sessions in which he joins the institution and that his name is sent up for admission to an examination only after the expiry of the disqualification period.

Register of Students

1. No one shall be admitted to any examination of the University other than the Matriculation examination unless he has been registered as a student of the University.

2. The Registration fee shall be Rs. 5/- and

shall be paid once only irrespective of the times the candidate appears at examinations of the University, or whether he appears as a student or an ex-student of an affiliated college of the University, or as a private candidate.

3. The Registrar shall maintain a register of all students registered in the University.

In this register shall be recorded*, under the name of each registered student, the dates of admission or re-admission to, and of leaving, any affiliated college, every pass or failure in a university examination with his roll number, any university scholarship, medal or prize won by the student and every degree taken.

4. A registered candidate or a candidate who has been admitted to the matriculation examination of the University applying for change in his name or in the name of his father† or guardian is required to pay a fee of Rs. 5/- and the following procedure shall be followed in this behalf :-

- (1) An affidavit duly sworn before a magistrate, ordinarily, by the father or guardian of the student, and advertisement in at least one newspaper, will be necessary in all cases for the purpose of proving identity.
- (2) Besides advertising the change in name in any one newspaper, it is obligatory to

*In absence of school or municipal record, the date of birth for entry in the Register of Students, shall be determined on the production of an affidavit duly verified by a magistrate of the first class and supported by a medical certificate from an assistant surgeon of grade I. (Syndicate Resolution No. 12 dated 31st May, 1951).

†Change in parentage may be made in the University records only in cases where it is established by the filing of an affidavit, duly verified by a magistrate of the first class, to the effect that the mistake was bonafide and due to clerical error. (Syndicate Resolution No. 10 dated 31st May, 1951).

advertise the proposed change in the Government Gazette for which an extra fee of Re. 1/- is charged.

- (3) No application will be entertained unless ordinarily, it comes through the head of the college or school last attended by him and is invariably accompanied by the affidavit and cuttings, from the newspapers in which the advertisement is published;

Provided that a candidate who has not been a regular student of any institution may apply direct to the Registrar.

5. If a student takes a migration certificate to join another University, his membership of the University shall lapse until such time as he may subsequently return with the migration certificate from that University to take some further examination of the University. No registration in such cases shall, however, be necessary. Provided that this lapse of membership shall not debar a student from appearing at an examination in an additional optional subject for a degree already taken in the University, or subject to confirmation of the Senate, from completing an examination of the University for which permission has been granted to him before his migration.

6. In case a candidate, who has paid the migration fee and has/has not filled the migration form, gives up the idea of migrating, half the fee/full fee paid may be refunded on submission of proper refund application, on the prescribed form, within three months of the date of payment of the fee.

7. Students seeking admission to a college affiliated to the University, and private candidates seeking admission to an examination of the Uni-

versity after having been admitted as members of another University incorporated by any law for the time being in force, will not be registered unless their applications for registration are accompanied by a migration certificate from the previous University.

Provided that:--

(1) in the case of students who have passed an examination of the Panjab Universities (India and Pakistan) before the Jammu and Kashmir University came into existence, migration certificate may not be demanded but such candidates shall produce original certificates of their having passed such examinations;

(2) in the case of candidates coming from a Pakistan University, the production of a migration certificate may not be insisted upon but the candidates shall produce the original certificate of having passed a University examination or such a University, subject in either case to the condition that an affidavit attested by a first class magistrate is produced to the effect that prior to the student's enrolment in this University and after his discharge from an institution affiliated to an University in Pakistan or Panjab (India) he did not join any affiliated or residential institution of any other Indian University in case the intervening period is more than one academic year.

8. On registration every student shall receive **Registration card** from the Registrar a registration certificate showing the registration number under which his name has been entered in the register and that number shall be quoted by the student in all communications to the University and subsequent applications for admission to an examination of the University.

9. Any registered student may at any time

Copy of entries receive a certified copy of all the in register of entries under his name on pay-students. ment of three rupees.

A duplicate copy of the enrolment certificate may be granted on payment of Re. 1/-.

10. All applications for admission to University examinations, other than the Matriculation, shall be scrutinized by comparison with the University Register and the Registrar may refuse any application of any candidate about whom complete particulars have not been reported, and require him to forward through his principal or the authority concerned, a complete statement of the particulars which have not been properly reported, together with an additional registration fee of Rs. 2/-.

11. If a student wishes to join another University or educational institution outside the territorial jurisdiction of the University, he may be granted a migration certificate on his applying in the prescribed form (given in Appendix 11) and paying the fee of Rs. 12/- if he has passed the Matriculation examination and his name has not so far been registered in the University and in all other cases on paying the fee of Rs. 10/-. In the case of an applicant who is on the rolls of a college such application shall be forwarded by the principal.

The certificate will ordinarily be issued within a week of the receipt of the application and the fee, provided that the form is complete in all details.

No person is entitled to apply on behalf of another person or to receive his own or another person's certificate personally from the office. The certificate will always be sent per registered post.

12. The principal of every affiliated college shall forward to the Registrar, within forty days after the last date of admission, if the number of students exceeds 200 and in other cases within thirty days, the name and other particulars of every student admitted or re-admitted to that college, together with the registration fee required by these Statutes*. An additional registration fee of Rs. 2/- per candidate shall be charged for submission of return after the prescribed dates

If any student is struck off the rolls of a college or migrates to another college or is rusticated or expelled, such fact shall immediately be reported to the Registrar.

13. In the case of a registered student joining or rejoining a college, the principal shall quote such student's registered number.

14. Every student who joins a college shall, besides the registration fee prescribed above, pay an extra sum of Re. 1/- per year of tuition in a college, on account of University Sports Fee.

15. No further fee for registration shall be charged, unless a student's name is, for any reasons other than legitimate migration, struck off the rolls of a college, in which case he shall pay one rupee to have his name re-entered in the University Register.

*If a mistake is detected in the admission form or registration return by the University office, the head of the institution concerned, who will be informed, shall within a period of three weeks send a reply locating the responsibility for the mistake and informing the Registrar of the action taken. If the defaulter is no longer under the control of the head of the institution, the case shall be brought to the notice of higher authorities (c. f. Senate Resolution 21 of 22-2-1956).

***Rules regarding late admission to colleges.**

1. No one shall be admitted to a college after the expiry of one calendar month from the last date prescribed for admissions or 31st October whichever is earlier provided that a late fee of Rs. 5/- shall be charged by the University up to the fifteenth day and of Rs 10/- after the fifteenth day of the permissible period. No credit shall be given for any holidays either at the end of the month or in the intervening period except that when the summer vacation begins before the expiry of one calendar month, then the college concerned may permit admissions for the unexpired portion of the month from the date of the reopening of the college after the summer vacation.

2. Any one otherwise eligible may be granted late admission up to the limit of time prescribed in rule 1.

3. If a candidate seeks admission to a professional or technical institution but is not taken, he shall, with his application for late admission to a college, produce a certificate from the head of such institution to the effect that his application for admission was refused by the institution. Such a candidate may be admitted if he applies for admission within ten working days of his being refused admission to a professional or technical institution irrespective of the limit of time prescribed in rule 1 above. No late fee shall be charged from such a candidate.

4. A candidate whose result is published late by the University or the Panjab University (India) or a candidate who seeks admission

* Apply to the I, II, III, IV, V, VI year, B. Ed. O. C. & M. I. L. classes in the colleges affiliated in the Faculties of Arts, Science, Social Science, Education, Oriental Learning and Commerce.

after the results of the supplementary examination are declared, shall be admitted, without late fee, within fifteen working days of the date on which his result is published irrespective of the limit of time prescribed in rule 1 above.

5. A candidate who either fails in the University examination, or having completed the course for the University examination does not appear in that examination is eligible to join the II, IV and VI year, Oriental Classical and Modern Indian Language classes within ten days of the reopening of the colleges after the summer vacation.

6. In order to avoid real hardship the Vice-Chancellor may permit late admission not covered by the above rules within thirty working days of the last date of admission on payment of such fees not exceeding Rs. 15/- as the Vice-Chancellor may decide. This permission may be given in exceptional circumstances, which in the opinion of the head of the institution deserve consideration and on grounds of ill health certified by an Assistant Surgeon. But all such cases shall be reported to the Syndicate along with the reasons for which late admission has been sanctioned.

Residence and Discipline

1. Provided that accomodation is available every student shall reside in a hostel* maintained by an institution or in a hostel recognised by the University or with a parent or guardian.

The term 'guardian' means and includes:

- (1) a guardian appointed under the Guardians and Wards Act, or a guardian appointed by the Court of Wards;
- (2) a person declared in writing by the student's parent or, if he has no

*'Hostel' means a duly recognised place of residence for students.

parent living, by the person described in clause (1) above to be his guardian and approved by the head of the institution;

- (3) if the student has no parent, or guardian as above, a person approved by the head of his institution.

The person approved under (2) and (3) above, shall reside in or near the town in which the institution is situated and shall not be a student still reading in the post-graduate or other classes of the same or another institution.

2. If no room is available in a hostel maintained by an affiliated institution or in a hostel recognised by the University, the head of the institution may permit a student to live in lodgings;

Provided that the keeper of the lodgings undertakes :

- (1) to reserve the lodgings for students;
- (2) to permit inspection at any time by the head of the institution concerned and by any person deputed by the Syndicate, or the Board of Inspection, and
- (3) to abide by their requirements regarding supervision.

3. No student shall be required to attend religious instruction or religious observance in the hostel against the wishes of his parent or guardian.

4. The manager or secretary of a hostel, who desires to have his institution placed upon the list of recognised hotels, shall apply to the Syndicate, through the Registrar, sending a copy of the rules of the institution, together with a sketch plan of the buildings and grounds.

In the case of hostels applying for recognition, all charges in respect of travelling and halting allowances to the Inspectors, subject to the maximum of Rs. 100/-, shall be paid by the management of the hostel.

5. The Syndicate, if the application is in order, shall refer it to the Board of Inspection, which shall arrange for an inspection of the institution. The Board of Inspection shall consider the report of the Inspectors and shall forward it to the Syndicate with its recommendations.

6. The Syndicate, after consideration of the report of the Inspectors and the recommendations of the Board of Inspection thereupon, shall inform the manager or secretary whether his institution can or cannot be placed upon the list of recognised hostels; and in the event of the application being refused, shall communicate the reasons for refusal.

7. A recognised hostel shall be open to inspection at any time by the head of the institution, who has students residing therein, and by any person deputed by the Syndicate or the Board of Inspection to visit it.

Once at least every session, the Board of Inspection shall arrange for inspection of all recognised hostels and recognised lodgings and the persons so deputed to visit any hostel shall be supplied before hand with all necessary information including, (1) the terms of recognition, (2) the rules of the hostels as last approved by the University, (3) the names of the warden and of the manager of the hostel; he shall be requested to have regard not only to the existing condition of the hostel but also to the continuity and preservation of previous records, such as admission and conduct registers, which are of permanent value for purpose of future reference.

The report of the Inspectors shall be considered by the Board of Inspection and forwarded to the Syndicate with its recommendations.

8. A recognised hostel shall be required to maintain and to produce for inspection, when called for, an admission register, a register of attendance and conduct register.

The admission and conduct register can conveniently be maintained in one book which should be a bound book of sufficient size maintained as a permanent record to which reference can be made in subsequent years.

9. The manager shall at once report to the Registrar any alteration in the rules of the hostel or any change either of warden or of manager, for the confirmation of the Syndicate and the Syndicate shall thereupon notify to the head of the institution whose students reside therein of the proposed changes and shall consider his opinion before confirming them.

10. The head of the institution shall satisfy himself that the management of a recognised hostel in which students of his institution reside, is maintained in accordance with the conditions under which it received its recognition, and shall report to the Syndicate, if it is not so maintained.

11. Students whose expulsion from institutions has been confirmed shall not be admitted to any recognised hostel or approved lodgings.

12. Students who have been rusticated shall not be permitted to reside in a recognised hostel or approved lodgings during the period of their rustication.

13. Before cancelling recognition of a hostel, the Syndicate shall inform the manager of the hostel of the grounds on which it considers it necessary to withdraw the recognition granted. The Syndicate shall consider the written explana-

tion, if any, that may be furnished by the manager within fourteen days of its communication made to him, and may then cancel the recognition or pass such other order as it deems fit.

14. No student shall be admitted to a hostel without the approval in writing of (1) his head of the institution, (2) the warden of any hostel in which he previously resided. Reference to these approvals is to be recorded in the Hostel Admission Register.

CHAPTER V

UNIVERSITY CREST AND SEAL, CONVOCAATION, REGISTRATION OF GRADUATES.

University Common Seal

(Under section 3 (2) and section 20 (b)
of the Act)

1. The University motto shall be :

University motto (Arabic) من الظلمت إلى النور and
(Sanskrit) तमसो मा ज्योतिर्गमय

2. The University crest shall have the follow-
University crest ing form :—

Two concentric circular discs ; the inner con-
taining the impressions of a *chinar* tree, an open
book and a *mashal* (torch) and the space bet-
ween two concentric rings embodying the Uni-
versity motto.

3. The colours of the various Faculties
Colours of the shall be as follows :—
Faculties.

(i) Arts	...	Red
(ii) Science	...	Blue
(iii) Oriental Learning	...	Green
(iv) Education	...	Brown
(v) Commerce	...	Yellow
(vi) Social Sciences	...	Orange

Convocation

(Under Section 26 (a) of the Act)

1. A Convocation for the purpose of confer-
Convocation date. ing degrees shall ordinarily be

held every year on the 20th of October, but a special Convocation may also be held at such other time as may be found necessary or convenient. The place of the Convocation shall, in each case, be fixed by the Syndicate.

2. The Convocation shall consist of the body
Convocation to corporate of the University.
consist of.

3. Not less than six weeks' notice shall be
Notice of given by the Registrar of all meet-
Convocation ings of the Convocation.

4. The Registrar shall, with the notice, issue
Programme of to each member of the Convocation,
Convocation. a programme of the procedure
to be observed thereat.

5. The procedure to be observed at the Con-
Procedure at the vocation shall be prescribed by
Convocation. the Syndicate.

6. The Academic Dresses of the University shall be as follows :-

- (1) For Chancellor—Silk robe of black colour cut after the Oxford style with four inches wide border of gold-thread work and with gold-thread tufts, down fronts, back slit and on sleeves.
- (2) For Pro-Chancellor—Silk robe of black colour cut after the style of Chancellor's robe with four inches wide border of gold-thread work and with gold-thread tufts, down fronts, back slit and on sleeves.
- (3) For Vice-Chancellor—Silk robe of black colour cut after the style of Chancellor's robe with four inches wide border of gold-thread work.
- (4) For Registrar—Silk gown of black colour of Oxford style with four inches wide border of silver-thread work.

- (5) For members of the Senate—Academic dress with appropriate hood in conformity with the Senator's academic qualifications, for those entitled to wear them; and for others, black coloured silk gown, Oxford style, with four inches wide border of red coloured silk; turbans in the case of men Senators and *duppattas* in the case of women Senators, of *turbuzi* colour to be used as head dress.
- (6) For Master of Science—Black gown and black hood with the lining in blue colour.
- (7) For Master of Arts—Black gown and black hood with the lining in crimson colour.
- (8) For Bachelor of Education—Black gown and black hood with the lining in orange colour.
- (9) For Bachelor of Science—Black gown and black hood with the lining in light *badami* colour.
- (10) For Bachelor of Arts—Black gown and black hood with the lining in light yellow colour.
- (11) For Bachelor of Commerce—Black gown and black hood with the lining in claret.

7. If any eligible candidate does not intend to appear in the first convocation after the sanction of his degree, he shall give at least ten days' notice to the Registrar of his intended absence and may then be admitted to his degree at any subsequent convocation, provided that he gives at least fifteen days' notice to the Registrar of his intention to appear.

8. If any candidate fails to give such notice of intended absence or appearance, he shall pay Rs 5/- to the University before he is admitted to the degree.
Payment of fee in case of failure to give notice.

9. (1) If a candidate has not offered himself for admission to the degree in the manner provided for in the Statutes, he may apply to the Vice-Chancellor to be admitted to his degree in absence. Such applications shall be accompanied by:-
Degree in absentia.

(i) In the case of an under-graduate who seeks admission to the degree more than two years after the sanction of his degree, a certificate of good character signed by the principal of a college or first class magistrate; provided, however, that, in a proper case, the Vice-Chancellor may waive the requirements of such a certificate.

(ii) A fee of Rs. 5/-.

(2) On the receipt of such application, the Vice-Chancellor shall consider it and may declare the applicant to be admitted to his degree in absence.

1. The candidates for degrees must, five clear days before the date fixed for the convocation, inform the Registrar in writing of their intention to be present. No candidate shall be admitted to the convocation who has not sent in his name to the Registrar within the prescribed time. In exceptional cases, the Vice-Chancellor may permit candidates, who have not sent in their names to the Registrar, within the prescribed time, to be admitted to the convocation, provided their applications are received by the
Convocation procedure.

Registrar not later than twenty—four hours before the time of the convocation and are accompanied by a fee of Rs. 2/- in each case.

2. *Such candidates as are unable to present themselves in person at the convocation will be awarded degrees in absentia in accordance with the procedure laid down in the Statutes.

3. Candidates at the convocation shall wear the gowns and hoods appropriate to their respective degrees. Men candidates shall wear *turbuzi* coloured turbans and women candidates shall wear *turbuzi* coloured *dupattas* or *saris*. No candidate shall be admitted to the convocation who is not in proper academic dress prescribed by the University.

4. For the award of degrees at the Convocation, regular college students and ex-college students shall be formally presented to the Chancellor, or in his absence to the Pro-Chancellor or in his absence to the Vice-Chancellor, by the Principals of their respective colleges, or, in their

*Candidates of the Jammu colleges and private candidates of the Jammu Province who have passed the degree examination and who are unable to present themselves for admission to the degree at the University Convocation, shall be admitted to their degrees in the same year at Jammu, at a college convocation to be held on such day and hour as may be specified by the Syndicate.

In the first such convocation, all candidates who have graduated in previous years but have not been admitted to the degree yet and communicate their willingness in writing to the Registrar for admission to the degree at this convocation shall also be admitted to the degree.

Other candidates who are unable to present themselves for admission to the degree at the University Convocation in Srinagar or at the college Convocation at Jammu shall be granted degrees in absentia under rules.

Post-graduate candidates will continue to be admitted to the degree at the University Convocation.

(cf. Senate Resolution No. 4(Supply) dated 5th November, 1953).

absence, by their accredited representatives. The Registrar will present all private candidates attending the Convocation.

5. Diplomas to graduates attending the Convocation shall be supplied to them in the Convocation Hall. No diploma shall be issued on the day of the Convocation after the Convocation.

6. The Chancellor, the Pro-Chancellor, the Vice-Chancellor, and the Registrar shall wear their special robes. Members of the Senate, the Syndicate and the Academic Board shall wear the proper academic costume of the University of which they are graduates or that prescribed by the University of Jammu and Kashmir.

7. The Chancellor, the Pro-Chancellor, the Vice-Chancellor, members of the Senate, the Syndicate and the Academic Board shall assemble in the meeting room at the appointed hour and shall walk in procession in the following order to the Convocation Hall:—

The Registrar;
The Vice-Chancellor;
The Pro-Chancellor;
The Chancellor;
The Deans of the Faculties;
Members of the Syndicate;
Members of the Academic Board;
Members of the Senate.

8. The Chancellor, the Pro-Chancellor, the Vice-Chancellor and members of the Syndicate shall take their seats on the dais and the members of the Senate and of the Academic Board on both sides of the dais in places reserved for these bodies.

9. On the procession entering the hall, the candidates and the audience shall rise and remain standing until the Chancellor, the Pro-Chancellor, the Vice-Chancellor and the members of the Senate,

the Syndicate and the Academic Board have taken their seats.

10. The Registrar (having obtained the consent of the Chancellor, or, in his absence, of the Pro-Chancellor, or, in his absence, of the Vice-Chancellor) shall declare the Convocation open.

11. The Chancellor, or, in his absence, the Pro-Chancellor, or, in his absence, the Vice-Chancellor shall then say, 'Let the candidates be presented'.

12. The candidates for all degrees shall be presented by the principals of colleges, or, in their absence, by their accredited representatives or, the Registrar, as the case may be, at one and the same time in the following form:—

'Sir, I present to you.....candidates for the degree of.....whose names have been set forth in the list of candidates attending the Convocation and who have been examined and found qualified for the degree of... ..to which I pray that they may be admitted'.

13. When candidates for the degrees have been presented, the Chancellor, or the Pro-Chancellor, or the Vice-Chancellor, as the case may be, will admit the candidates to degrees in the following order and shall say, 'Let the candidates who have been presented for the degree of.....stand'.

Master of Arts.

Master of Science.

Bachelor of Education.

Bachelor of Arts.

Bachelor of Science.

Bachelor of Commerce.

The Chancellor, or, in his absence, the Pro-Chancellor, or, in his absence, the Vice-Chancellor shall then admit the candidates to the degree in the following words:—

"By virtue of the authority vested in me as

the Chancellor/Pro-Chancellor/Vice-Chancellor of the University of Jammu and Kashmir, I admit you to the degree of.....in this University and charge you throughout your life to prove worthy of the same”.

14. After the degrees have been conferred, recipients of University medals and prizes and representatives of colleges which have won University trophies, shall be called out individually by the Registrar and shall stand before the Chancellor/Pro-Chancellor/Vice-Chancellor, who shall present the medals, prizes or trophies.

15. When all the candidates have been admitted to their degrees and the medals and trophies have been presented, the Vice-Chancellor may read a report reviewing the work of the University during the previous year.

The convocation address will then be delivered.

The Chancellor will thank the distinguished guest invited to deliver the convocation address.

16. After this the Registrar shall, with the permission of the Chancellor, or, in his absence, of the Pro-Chancellor, or, in his absence, of the Vice-Chancellor declare the Convocation closed. The procession will then leave the Convocation Hall in the same order as that in which it entered, the graduates and the audience standing.

Registration of Graduates

(Under section 2 (h), section 26 (j) & (l) of the Act and Statute 14 of the First Statutes).

1. The Senate may, on the recommendation of not less than two-thirds of such members of the Syndicate as are for the time being in the State, remove the name of any person from the Register of Graduates.

Removing the name from the register of graduate.

2. The Registrar shall maintain in his Register of registered graduates. office a Register of Registered Graduates showing their names and addresses.

3. The period of three years mentioned in Three-year period. Statutes 14 (b) and (c) of the How reckoned. first Statutes shall be reckoned from the date of the convocation at which the degree by which the graduate is qualified was conferred on him.

4. Every graduate whose name is entered Election to in the said register shall be entitled to vote at the election of members of the Senate under section 16, class II, Other Members (vi) of the Act.

Provided that a graduate who is not registered or who owes any arrears on August 1 of any year shall not be entitled to vote, or to be a candidate for election to the Senate as a Registered Graduate before March 31 of the year following.

5. Application for registration may be made Application for at any time and shall be in such Registration. form as may be prescribed by Regulations. (Appendix III)

6. Each applicant must send along with his Fee for registration. application, an initial fee of Rs. 3/- and an annual fee of Re. 1/- for registration for one year or a composition fee of Rs. 10/- for registration for life, and that a registered graduate be entitled to have his name registered for life at any time on payment of this composition fee of Rs. 10/-. In calculating the composition fee, the amount of fee already paid shall be taken into account. No refund of fee paid shall be allowed.

The annual fee shall cover the period from April 1 to March 31.

7. The annual fee is due and payable in
Annual fee advance by April 1 of each
when payable. year.

8. On receipt of the application, the Registrar
Entry in register shall, if he finds that the gra-
o f graduates duate is duly qualified and if
when made. the fees due have been paid,
enter the name of the applicant in the register.

9. If any registered graduate fails to pay
Removal of name the annual fee on or before the
from register of date prescribed by Statute 7
graduates. of these Statutes, the Registrar
shall remove the name of such registered gradu-
ate from the register. His name shall be re-
entered in the register provided that he pays
the fees which he would have been liable to
pay had his name remained on the register.

10. (1) By March 1 in each year, the
Notice of demand Registrar shall serve a notice of
for payment of demand on each registered gra-
annual fee. duate who may not have paid
his annual fee by that date, intimating that if
the fee is not paid by April 1, his name will
be removed from the register.

(2) The posting of such an intimation on
a post card shall be sufficient notice, whether
the post card is delivered or not.

11. Every registered graduate shall intimate
Change in to the Registrar all changes in
address. his permanent address from time
to time.

CHAPTER VI

RULES

A. Account and Finance Regulations

1. There shall be a Finance Committee.
2. It shall consist of the Vice-Chancellor, the Treasurer and the Registrar as ex officio members and two other members elected by the Syndicate. The non-official members will hold office for a period of three years.
3. Three members shall form a quorum.
4. The functions and powers of this Committee shall be as mentioned hereinunder :—
 - (1) To examine the annual budget prepared by the Treasurer and to advise the Syndicate thereon;
 - (2) To review the financial position periodically;
 - (3) To devise means for the improvement of the financial position of the University;
 - (4) To consider such proposals and applications for revision of scales of pay and creation of new posts as may be referred to it for advice by the Treasurer;
 - (5) To examine every proposal of new expenditure not provided for in the budget;
 - (6) To perform such other functions as the Syndicate may, from time to time, determine.
5. The following shall be the heads of accounts :
 - A—Receipt side :—
 - (1) Opening balance on April 1.

- (2) Examination fees.
 - (3) Fees other than examination:—
 - (i) Registration fee of graduates
 - (ii) University Registration fee from college students.
 - (iii) University Registration fee from private candidates (ex-students, teachers and others).
 - (4) Donations (General).
 - (5) Interest of general University investments.
 - (6) Miscellaneous receipts:—
 - (i) Sale of University publications.
 - (ii) Fee for supplying marks.
 - (iii) Migration fee.
 - (iv) Degrees in absentia.
 - (v) Provisional certificate fee.
 - (vi) Fee for copy of entries in the Register of Students.
 - (vii) Fee for duplicate copy of certificates and diplomas
 - (viii) Consideration fee.
 - (ix) Fee for scrutiny of marks and re-checking of results.
 - (x) Hire of Academic Costumes.
 - (xi) Inspection fee.
 - (xii) Other receipts.
 - (7) Government Grant:—
 - (i) General.
 - (ii) Special.
 - (8) Refund.
 - (9) Endowments for prizes, medals, scholarships etc.
- B—Expenditure side:—
- (1) Office establishment:—
 - (i) Salaries of administrative staff.

- (ii) Salaries of clerical establishment.
(permanent)
- (iii) Salaries of clerical establishment.
(temporary)
- (iv) Salaries of servants.
- (v) Contribution of provident fund by University for office staff.
- (vi) Leave allowance to University staff.
- (vii) Leave and pension contribution.
- (2) Office contingencies :—
 - (i) Postage and telegram charges.
 - (ii) Stationery, including type-writers and duplicating material.
 - (iii) Repairs to furniture.
 - (iv) Servants' uniform.
 - (v) Rents and rates.
 - (vi) Telephone charges.
 - (vii) Electric charges.
 - (viii) Hot and cold weather charges.
 - (ix) Advertisement charges.
 - (x) Printing (a) General University matters, minutes, etc.
(b) University publications.
 - (xi) Miscellaneous.
- (3) Furniture and equipment.
- (4) Travelling allowance :—
 - (i) Members of the University bodies and committees.
 - (ii) Inspectors of colleges.
 - (iii) Officers of the University.
 - (iv) Miscellaneous.
- (5) Examination Charges :—
 - (i) Printing of examination papers.

- (ii) Printing of answer-books.
- (iii) Printing and supply of forms and other matters connected with examinations, including cloth-lined covers.
- (iv) Travelling allowance.
- (v) Fees to examiners.
- (vi) Transit of answer-books.
- (vii) Conduct of examinations and supervision charges.
- (viii) Contingencies.
- (6) Library—Journals, periodicals and books.
- (7) Garden charges:—
 - (i) Staff.
 - (ii) Tools, materials and upkeep of gardens.
- (8) Contribution to other bodies.
- (9) Convocation.
- (10) Investment of general University funds, inclusive of charges.
- (11) Refunds.
- (12) Grant-in-aid to N. C. C. of affiliated colleges.
- (13) Grant for sports and tournaments.
- (14) Scholarships.
- (15) Miscellaneous.
- (16) Investment of sums received in endowment of prizes, medals, scholarships, etc.

1. Account Book: Books of accounts and registers shall be strongly bound and machine-paged. On the first or title page the number of pages the book or the register contains shall be entered and the entry shall be signed by the Registrar. Corrections shall be made in red ink

and attested. Erasures shall on no account be permitted.

2. Receipts:

- (1) All moneys received either by cheque or by cash payments shall, unless in exceptional circumstances, be deposited intact in the bank not later than the first day on which the bank shall be open following the payment.
- (2) Payment by cheques. All cheques should be made payable to the Registrar. They shall be endorsed by him or by any other officer authorised by him, and paid into the University account at the bank and shall be entered in the daily register of income and in the cash book under the proper head.
- (3) Daily Register of Income. Money received by money order, cash, postage stamps, cheques or insured letters or credited direct into the bank, shall be entered in the daily register of income under its appropriate head. For facility of reference, the serial number of the entry in the register shall be noted on the money order coupon or other connected papers. The accountant shall compare the entries in the register with the money order coupons etc and sign the daily totals and money order coupons etc. The amount shall then be entered in the cash book.
- (4) Receipts shall be granted for all money received by cheques, postage stamps, insured letters or in cash or credited into University account direct into the bank. Receipt for sums up to Rs. 100/- shall be signed by the Cashier and receipts for sums over Rs. 100/- shall be signed by the

Accountant. Receipt forms shall be in duplicate and shall be machine numbered consecutively. The forms shall be bound in books each containing 100 or more forms. On the front page of each book shall be entered the first and last numbers of the receipt and the date of issue, and the entry shall be signed by the Registrar. The blank receipt books shall remain in the personal charge of the Forms Clerk but before a new book is started the Registrar shall satisfy himself that the forms in the last book have all been used. No manuscript receipt forms shall be issued and no unnumbered receipt forms shall be kept in the office.

- (5) All remittances to the bank shall be accompanied by a *chalan*, which shall be prepared in duplicate in the bound books supplied by the bank, separate *chalan* books being used for cheques and for cash payments. The counterfoils shall remain in the books and the foils shall be kept by the bank. The counterfoils should contain the bank stamp after payments have been made. The *chalan* books shall remain in the personal custody of the Cashier but all amounts entered therein shall be compared by the Accountant with entries made in the cash book and in the bank pass book, as noted below:—

The bank pass book shall remain with the Registrar and shall be sent to the bank on the first day of each month and at such other times as the Registrar may think fit to be written up to date. After it has been received from the bank, the Accountant shall compare the receipt entries therein with the entries in the

chalan counterfoils, and in the printed receipt forms which are issued by the bank for such payments as are made direct by the payee into the bank for the credit of the University account. After comparison such receipts shall be filed.

3. Disbursements :

- (1) The funds of the University shall be used only for the purpose indicated in the budget as passed finally by the Syndicate and considered by the Senate, or for those purposes with such variations as may from time to time be authorised by the Syndicate.
- (2) Expenditure shall ordinarily be met by means of cheques drawn on the banks, but petty expenditure may be met from the permanent advance. The cheque books shall remain in the personal custody of the Registrar under lock and key. On each occasion after the pass book has been received from the bank after make up [Rule 2(5) above] the Registrar shall compare the entries on the debit side in the pass book with the counterfoils in the cheque book and satisfy himself that the entries tally with the cheques issued by him.
- (3) All bills presented for payment, confidential printing and other secret accounts excepted, shall be checked by the Accountant, who shall be responsible for the correctness of the charge. He shall certify to their correctness and initial them before passing them on to the Registrar.
- (4) Salaries and office contingencies: The Registrar shall pass all payments on

account of the salaries of the staff and servants and sanction and pass payments on account of contingencies up to the limit under each head in the sanctioned budget. Officers drawing a salary of not less than Rs. 300/- p. m. shall sign their own salary bills after the slips have been issued to them by the Treasurer.

- (5) *Travelling allowance: The Registrar shall have authority to pass and pay all travelling allowance bills of journeys made after due authorization, upto the limits of the sanctioned budget allotment. Should this sum be exhausted before the end of the financial year, he should seek the authority of the Syndicate to pay and should at the same time inform the Syndicate by what readjustment he proposes to find the money.
- (6) Stock: Expenditure on account of purchase of furniture shall be subject to the approval of the Treasurer. Purchase of library books shall be subject to the approval of the Library Committee. The Registrar shall pass for payment all bills for articles so approved, up to the limit of the sanctioned budget allotment and no payment in excess of this shall be passed without the approval of the Treasurer and the Syndicate.

Notwithstanding anything contained in the above rule, the Registrar shall have power to spend not more than Rs. 100/- at any one time and not more than Rs. 500/- in any financial year on articles coming under the terms of this paragraph.

*Actual conveyance charges shall be paid to persons for attending the meetings of the bodies of the University. (Senate Resolution No. 20 dated 24th December, 1954).

(7) Printing :

(i) Confidential printing : The accounts of confidential printing and transit of answer-books to examiners and other secrecy accounts shall not be subject to audit by the auditors but they shall be scrutinised by the Vice-Chancellor who shall certify that he has checked the accounts and, in the case of confidential printing accounts, also that these have been destroyed in his presence. This certificate shall be made available for inspection at the audit every year.

(ii) The Registrar shall place orders and pass payment on account of all orders of printing minutes, forms, notices, examination answer-books etc., within the limits of the sanctioned allotment, subject to the provisions contained in additional Statute 4 of the powers of the Treasurer regarding signing of cheques. Should the allotment be reached before the end of the financial year, the Registrar shall report through the Treasurer to the Vice-Chancellor and Syndicate for further orders.

(8) Examiners' fees : The Registrar shall certify and pass for payment all bills for remuneration of examiners, subject to the proviso above regarding excess over budget allotment.

*Note :—*All the travelling allowance and remuneration bills shall be submitted duly signed and stamped, if necessary.

4. Salaries fall due on the first day of the month following that for which the salary is paid.

5. Income-tax and subscriptions to provident

fund shall be deducted from salaries before payment is made

6. All charges shall be supported by vouchers, which must be filed in order and have a number corresponding to the number of account as entered in the contingent register. In cases of contingent charges for sums below Rs. 10/- when the voucher may not be available, a certificate by the Registrar that the amounts have been disbursed shall suffice.

7. *The Registrar shall have an imprest of Rs. 500/- to meet emergent petty expenses. The amount of the imprest shall be kept with the Cashier who shall give an acknowledgement for the amount held by him on the first day of each financial year. The expenditure incurred from the permanent advance shall be entered in the contingent register as well as in the cash book, and the register and the cash book shall be placed before the Registrar for signature. All accounts of recoupment of permanent advance shall be under the signature of the Registrar.

The Vice-Chancellor shall have an imprest of Rs. 50/- to meet emergent petty expenses and the procedure to be followed in maintaining imprest account shall be exactly the same as followed in the case of the imprest by the Registrar.

8. Security deposit: The Cashier shall furnish a security deposit of not less than Rs. 500/- or a personal security.

9. Cash book entries and relation to other books: All moneys received and spent shall be immediately brought to account in the cash book. It shall, as far as possible, be submitted to the

*The University Sub-Office at Jammu shall have an imprest of Rs. 50/- (cf. Syndicate Resolution 25 of 4th June, 1953).

Registrar. each day and after the close of each month, when the bank pass book has been made up, the entries shall be compared. If both books have been correctly posted, the balance according to the cash book less the cash in the hands of the Cashier plus the amount of uncashed cheques will agree with the amount in the pass book.

The totals of the different kinds of income in the daily register of income shall be entered in the cash book and reference of the page of the register shall be made in the cash book against the entry.

Besides the cash register, there shall be maintained an abstract register of all transactions which appear in the cash book. There shall be columns corresponding to all the main heads under Income and Expenditure (Rules 2 and 3) and under each head all transactions shall be entered daily. On the basis of this register there shall be prepared each month an abstract progressive total of receipts and expenditure which will show (a) the budget figures, (b) the amount realised or spent, as the case may be, up to the end of the month, (c) the balance remaining to be realised and available for expenditure for the rest of the financial year.

A copy of the statement signed by the Registrar shall be submitted to the Treasurer about the 15th day of the succeeding month, if the Treasurer happens to be in station, otherwise at the time of his arrival in station.

10. The Treasurer, subject to control of the Syndicate, shall, from time to time, give instructions regarding the investment of moneys received for endowment of medals, prizes etc. The interest accruing from such investments together with any sum left over after investing any round sum shall be kept in a savings bank account and withdrawals shall be made when necessary for the provision of medals, prizes, etc.

11. The budget for the ensuing year will be prepared by the Accountant during the month of July and submitted to the Registrar by August 1. The Registrar shall present the draft budget to the Treasurer, before August 15, who in turn shall convene a meeting of the Finance Committee for a discussion of the budget before submission to the Syndicate.

The draft budget shall be considered by the Syndicate before the last day of August and as soon as it has been approved by the Syndicate, a copy shall be submitted to the Government and also to the Senate at its annual meeting and further procedure shall be according to section 18(b) of the Act.

The Syndicate may, after considering the resolutions, make any change it considers necessary in the budget and shall communicate these changes to the Government and to the Senate at its next meeting. The budget estimates shall be accompanied by a schedule showing differences from the budget of the previous year and explanatory notes showing clearly the reasons for such differences.

The Syndicate shall, before the end of August, approve of any particular item of new expenditure for which a special demand is to be made to Government for the provision of funds.

12. The following books of accounts and registers and receipts shall be maintained as per forms prescribed :—

- (1) Cash book.
- (2) Salary book and acquittance roll.
- (3) Graduates' enrolment register.
- (4) Classified abstract of income.
- (5) Classified abstract of expenditure.
- (6) Register of provident fund account.

- (7) Stock book of furniture.
- (8) Register of endowment and fixed deposits.
- (9) Register of sale of University publications.
- (10) Contingent register.
- (11) Account book of stationery.
- (12) Account book of diplomas and certificates.
- (13) Monthly abstract of income and expenditure.
- (14) Daily register of income.
- (15) Receipts.
- (16) Such other registers and books as may be deemed necessary to be opened from time to time.

13. Claims for refund of money shall not be entertained if the application for refund is not received within a period of one year from the date on which money was deposited in the office.

Provided that the Registrar may make a refund at any time during this period, without waiting for an application for refund when the amount remitted by the payee is in excess of the proper demand;

Provided further that the time-limit prescribed in the above rule shall not apply to refund of deposit, securities or earnest moneys.

14. Save with the special sanction of the Treasurer, no claim for money due from the University shall be valid unless made within six months of the date at which the payment fell due.

1. It shall be competent to the Vice-Chancellor:
Regulations.

- (1) to exercise the same powers as are exercised by the Ministers of the Jammu and Kashmir Government for sanctioning re-appropriation of funds provided in the

sanctioned budget ;

- (2) to sanction write-off of loss up to and including Rs. 50/- in each case ;
 - (3) to sanction advances up to Rs. 1000/- in each individual case ;
 - (4) to permit free supply of University publications up to Rs. 25/- in each individual case ; and
 - (5) to sanction extra-ordinary expenditure in connection with conduct of examinations up to a maximum of Rs 50/- per centre of examination.
2. It shall be competent to the Registrar:
- (1) to exercise the same powers as are exercised by the central heads of departments under the Jammu and Kashmir Government for sanctioning re-appropriation of funds provided in the sanctioned budget ;
 - (2) to sanction payment of advance T. A. to officers, members of the various University bodies, examiners, superintendents of examination centres, and officials of the University, if and when necessary ; provided that road distance is not less than 150 miles. This advance shall not however be made earlier than five days before the actual date of business ;
 - (3) to sanction expenditure for providing refreshment to the ministerial staff of the University, who may have to work outside office hours and to members of the University bodies who may be required to take up University work ;
 - (4) to sanction write off of loss up to and including Rs. 25 in each case ; and
 - (5) to sanction extrao-rdinary expenditure in

connection with conduct of examinations up to a maximum of Rs. 20/- per centre of examination.

3. *Advances made under orders of the Registrar but not accounted for in the cash book till vouchers for actual expenditure are produced, shall be considered as cash for the time being.

4. Procedure relating to purchases etc.

(1) All purchases shall be made by inviting tenders which may be:—

- (i) by advertisement (open tender);
- (ii) by invitation to a limited number of firms (limited tender);
- (iii) by invitation of one firm (single tender).

(2) Tender may not be obtained for:—

- (i) patent and specialities;
- (ii) highly finished work such as scientific apparatus;

(iii) pure chemicals of special quality.

(3) In the case of supplies of the value of Rs. 250/- or less, the tender system should be adopted but if inconvenience or loss or delay is expected by adopting the tender system, the officer may obtain quotations from two or three firms and make purchases from the firm whose quotations are the lowest.

(4) The tender system should invariably be adopted for all purchases exceeding Rs. 250/- in value.

(5) Large purchases should not be split up into several smaller ones for evading the rules relating to the larger purchases.

- (6) When articles of the kind required are produced in the Jammu and Kashmir State, such local articles should be purchased by preference, provided the price is not 5% higher than that at which articles of a similar quality can be obtained elsewhere.
- (7) The above rules apply to all kinds of articles whether manufactured or unmanufactured and also *mutatis mutandis* to all jobs and works of the University.
- (8) Notwithstanding anything contained in the above rules:
 - (i) the following may be purchased without inviting tenders;
 - (a) Books and periodicals provided that books and periodicals for the University Library shall be purchased from booksellers and publishers approved by the Vice-Chancellor for this purpose;
 - (b) Petty articles of Rs. 25/- or less.
 - (ii) an order may be placed with the previous approval of the Vice-Chancellor without inviting tenders in the case of an emergency when in the interest of work it is not possible to invite tenders.

B. Rules regarding supply of liveries to inferior servants.

- (1) The supply of liveries will be regulated in accordance with the scale and conditions prescribed hereinbelow.
- (2) In the rules the word 'livery' means any distinctive uniform clothing (both summer and winter) ordinarily worn by inferior servants of different ranks.
- (3) The supply in every case is subject to

the condition that provision exists in the budget or funds are arranged for by re-appropriation under the usual rules.

(4) Liveries may be given to the following inferior servants:—

- (i) Jamadars;
- (ii) Peons;
- (iii) Chowkidars;
- (iv) Gardeners;
- (v) Orderlies;
- (vi) Library and laboratory attendants.

(5) Liveries shall not be allowed to temporary servants, whose period of service is less than six months, nor to those attached to officers appointed for short periods.

(6) Livery must invariably be worn while on duty and not otherwise.

(7) The old liveries become property of the wearers after a new supply is made, but it is entirely left to the discretion of a head of office to recover it from persons resigning their appointments, discharged, dismissed or transferred to somewhere else.

(8) Bills for liveries shall be supported with the proper vouchers and with the following form:—

1	2	3	4
Name and rank of inferior servant.	When last supply was made and cost.	Details of livery now charged and the cost.	Total cost of each livery now supplied.

A certificate must be endorsed on each bill of livery to the effect that the livery has been issued to each inferior servant in accordance with the rules and after the

expiry of the prescribed period.

(9) Scale of uniform of interior servants :

(i) Summer uniform of all *khaki* :—

(a) Two cotton drill coats with two cotton drill *paijamas*.

(b) Two six yard *khaki* turbans.

(ii) Winter uniform :—

(a) One coat and one *paijama* of *puttoo*.

(b) One six yard *khaki* turban.

(iii) For Jamadars :—

(a) Gold *Jhalar* :—

(b) Jamadar's belt with brass clasp
[(a) and (b) to be renewed after every five years].

(10) Summer and winter uniform will be supplied every two years.

C. Contributory Provident Fund Rules.

1. (i) These rules may be called the University of Jammu and Kashmir Contributory Provident Fund Rules.

*(ii) They shall come into force from 2nd November, 1948.

2. (i) "Emoluments" means pay, leave, salary or subsistence grant as defined in the Service Regulations of the University of Jammu and Kashmir :—

(ii) "Family" means :—

(a) in the case of a man subscriber, the wife or wives and children of a subscriber and the widow or widows and children of a deceased son of

the subscriber ;

Provided that if a subscriber proves that his wife has been judicially separated from him or has ceased under the customary law of the community to which she belongs to be entitled to maintenance, she shall henceforth be deemed to be no longer a member of the subscriber's family in the matters to which these rules relate unless the subscriber subsequently indicates by express notification in writing to the Treasurer that she shall continue to be so regarded.

- (b) in the case of a woman subscriber, the husband and children of the subscriber and the widow or widows and and children of a deceased son of the subscriber;

Provided that if a subscriber by notification in writing to the Treasurer expresses her desire to exclude her husband from her family, the husband shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relate, unless the subscriber subsequently cancels formally in writing her notification excluding him.

Note :— (1) "Children" means legitimate children;

- (2) An adopted child shall be considered to be a child when the Treasurer, or if any doubt arises in the mind of the Treasurer, the District Judge is satisfied that under personal law of the subscriber, adoption is legally recognised as conferring the status of a natural child, but in this case only;

(iii) "Leave" means any variety of leave recognised by the University of Jammu and Kashmir Service Regulation ;

- (vi) The "Fund" means the University of

Jammu and Kashmir Contributory Provident Fund;

(v) "Year" means a financial year; and

(vi) "University" means the University of Jammu and Kashmir.

3. The Fund shall be administered by the University of Jammu and Kashmir.

4. The Fund shall be open to:

(a) Permanent employees of the University who are not eligible to pension or gratuity under the pension rules of the University;

(b) Employees serving on contract terms; provided there is a specific clause to the effect in the terms of their contract.

Note:- Persons joining the University service after the age of superannuation shall be on contract basis only.

5. (1) Before payment is made the Treasurer shall, as soon as may be, require every subscriber to make a nomination conferring the right to receive the amount that may stand to his credit in the Fund, in the event of his death before the amount standing to his credit has become payable or where the amount has become payable.

(2) A subscriber, who at the time of joining the Fund, has a family, shall send to the Treasurer a nomination in the form set forth in the First Schedule to these rules in favour of one or more members of his family. (Appendix IV.)

(3) A subscriber who has no family may similarly nominate a person or persons in the form set forth in the First Schedule to these rules.

Provided that a nomination made under this sub-rule shall be deemed to have been duly made in accordance with these rules only, for so long as the subscriber has no family,

(4) If a subscriber at any time acquires a family, he shall send to the Treasurer a nomination as provided in sub-rule (2) and, if he has under sub-rule (3) nominated any person other than a member of his family, that nomination shall forthwith become null and void.

(5) A subscriber may in his nomination distribute the amount that may stand to his credit in the Fund amongst his nominees at his own discretion.

(6) A nomination may be cancelled by a subscriber, provided that it is replaced at the same time by another nomination which is permitted to be made under this Rule.

(7) A nomination shall take effect to the extent that it is valid on the date on which it is received by the Treasurer.

(8) On the death of a nominee, a subscriber shall make a fresh nomination.

6. An account shall be opened in the name of each subscriber, in which shall be credited :—
Subscriber's account.

- (i) the subscriber's subscription ;
- (ii) contribution made under Rule 9 by the University to his account :
- (iii) interest, as provided by Rule 10, on contributions.

7. (1) Subscriptions to the Fund are payable monthly by deduction from the pay or salary bills of the officers concerned while on duty or on deputation. Payment to the Fund will be optional where an officer is on any kind of leave other than privilege leave.
Conditions and rates of subscription.

(2) A subscriber who has under Rule 17 withdrawn the amount of subscription, contribution, if any, and interest thereon, shall not

subscribe to the Fund after such withdrawal unless and until he returns to duty.

8. (1) *The rate of contribution to the Fund will be one anna in the rupee by the subscriber and an equal amount by the University. Subscriptions will be accepted only on basic emoluments.

(2) The rate of subscription to the Fund shall be $8\frac{1}{3}\%$ of his salary by the subscriber and an equal amount by the University with effect from October 1, nineteen hundred and fifty seven. The subscription shall be accepted only on basic emoluments.

(3) When a subscriber is transferred to foreign service or sent on deputation outside the University, he shall remain, at his option, subject to the rules of the Fund in the same manner as if he were not so transferred or sent on deputation.

9. (1) The University shall, with effect from Contribution by the end of March of each year, the University. make a contribution to the account of each subscriber :

Provided that if a subscriber quits the service or dies during a year, contribution shall be credited to his account for the period between the close of the preceding year and the date on which he quits or dies.

(2) If a subscriber is on deputation out of the University, the emoluments which he would have drawn, had he been on duty in the University, shall, for the purpose of this rule be deemed to be emoluments drawn on duty.

(3) Should a subscriber elect to subscribe during leave, his leave salary shall, for the purpose of this rule, be deemed to be emoluments drawn on duty.

*This rule was in force up to 30th September 1957.

(4) The amount of any subscription payable in respect of a period of foreign service shall, unless it is recovered by him from the foreign employer, be recovered by the University from the subscriber.

10. Interest shall be credited with effect from the last day in each year at the rate allowed by the bank from time to time.

11. Interest shall not be credited to the account of a Muslim subscriber, if he informs the Treasurer that he does not wish to receive it, but if he subsequently asks for interest, it shall be credited with effect from the first day of the year in which he asks for it.

12. No withdrawal shall be made from the Advance from Fund until a subscriber finally quits the Fund. the service or dies. Provided that if the pecuniary circumstances of a subscriber are such that indulgence is absolutely necessary, a temporary advance not exceeding three months' pay may be allowed from the sum at his credit at the discretion of the Registrar for officials and Vice-Chancellor for the officers, subject to the condition that the advance shall, in no case, exceed the amount of subscriptions and contribution due and interest thereon standing to the credit of the subscriber in the Fund at the time when the advance is granted.

13. The following may be recognised as legitimate occasions for grant of advances:—

(1) To pay expenses incurred in connection with the illness of a subscriber or a member of his family.

(2) To pay for the passage of any member of a subscriber's family from beyond the jurisdiction of the University or requiring to make a

journey beyond the jurisdiction of the University for some urgent cause.

(3) To pay expenses in connection with the marriage, education, funeral or ceremonies which by the religion of the subscriber it is incumbent upon him to perform and in connection with which it is obligatory that expenditure should be incurred.

*Note :—*Advance though not confined rigidly to the objects laid down in clauses (1) to (3) above will be made with due regard to the principles contained in these rules.

14. (1) An advance shall not, except for special reasons, be granted until at least twelve months after the final repayment of all previous advances except with the sanction of the Vice-Chancellor.

(2) The Vice-Chancellor shall record in writing his reasons for granting the advance, provided that if the reason is of a confidential nature, it may be communicated to the Treasurer personally and confidentially.

15. (1) An advance shall be recovered from the subscriber in such number of equal monthly instalments as the sanctioning authority may direct, but such number shall not be less than twelve unless the subscriber so elects, or in any case, more than twenty four. A subscriber may at his option make repayment in a smaller number of instalments than the number prescribed. Each instalment shall be a number of whole rupees, the amount of advance being raised or reduced, if necessary, to admit of the fixation of such instalments.

(2) Recovery towards advances shall commence on the first occasion after the advance is made on which the subscriber draws emoluments, other than leave salary or subsistence grant for full month. Recovery shall not be made except with

the subscriber's consent, while he is on leave or on receipt of subsistence grant, and may be postponed by the Vice-Chancellor during recovery of an advance of pay granted to the subscriber.

(3) If an advance has been granted to a subscriber and drawn by him and the advance is subsequently disallowed before payment is completed, the whole or balance of the amount withdrawn shall forthwith be repaid by the subscriber to the Fund, or in default be ordered by the Treasurer to be recovered by deduction from the emoluments of the subscriber by instalments or otherwise, as may be directed by the authority.

(4) Recoveries made under this rule shall be credited as they are made, to the account of the subscriber in the Fund.

16. When a subscriber quits the service, the amount standing to his credit in the Fund shall, subject to any deduction under Rule 19, become payable to him, provided that a subscriber who has been dismissed from the service and is subsequently re-instated in service shall, if required to do so by the University, repay any amount paid to him from the Fund in pursuance of this rule in the manner provided in the proviso to Rule 17, the Fund, the part which represents his subscription and interest thereon and the part which represents the University contribution with interest thereon, being accounted for in the manner provided in Rule 6.

17. When a subscriber

(1) has proceeded on leave preparatory to retirement or, if he is employed in a vacation department, on leave preparatory to retirement combined with vacation, or

(2) while on leave has been permitted to retire or declared by competent medical authority to be unfit for further service, the amount of subscriptions and contributions and interest thereon standing to his credit in the Fund shall, upon application made by him in that behalf to the Treasurer, become payable to the subscriber. If he returns to duty, he shall, if required to do so by the Syndicate, repay to the Fund for credit to his account the whole or part of any amount paid to him from the Fund in pursuance of this rule in cash, by instalments or otherwise by recovery from his emoluments or otherwise, as the Syndicate may direct.

18. Subject to any deduction under Rule 19 on the death of a subscriber before the amount standing to his credit has become payable, or where the amount has become payable, before payment has been made;

1 When the subscriber leaves a family :—

(i) If a nomination made by the subscriber in accordance with provisions of Rule 5 in favour of a member or members of his family subsists, the amount standing to his credit in the Fund or the part thereof to which the nomination relates, shall become payable to his nominee or nominees in the proportion specified in the nomination ;

(ii) If no such nomination in favour of a member or members of the family of the subscriber subsists, or, if such nomination relates only to a part of the amount standing to his credit in the fund, the whole amount or the part thereof to which the nomination does not relate as the case may be, shall notwithstanding any nomination purporting to be in favour of any person or persons other than a member or mem-

bers of his family become payable to the members of his family in equal shares :-

Provided that no share shall be payable to :—

- (1) Sons who have attained legal majority;
- (2) Sons of a deceased son who have attained legal majority ;
- (3) Married daughters whose husbands are alive ;
- (4) Married daughters of a deceased son whose husbands are alive ;

If there is any member of the family other than those specified in clauses (1) (2) (3) and (4.)

Provided also that the widow or widows and the child or the children of a deceased son shall receive between them in equal parts only the share which that son would have received if he had survived the subscriber and had been exempted from the provisions of clause (1) of first proviso.

2 When the subscriber leaves no family, if a nomination made by him in accordance with the provisions of Rule 5 in favour of any person or persons subsists, the amount standing to his credit in the Fund, shall become payable to his nominee or nominees in the proportion specified in the nomination.

19. Subject to the condition that no deduction may be made which reduces the credit by more than the amount of any contribution by the University, with interest thereon credited under Rules 9 and 10 before the amount standing to the credit of a subscriber in the Fund is paid out of the Fund, the Syndicate may direct the deduction therefrom and payment to the University of :—

- (1) any amount, if a subscriber has been dismissed from the service for grave misconduct;

Provided that, if the order of dismissal is subsequently cancelled, the amount so deducted shall, on his re-instatement in the service, be replaced at his credit in the Fund.

(2) any amount, if a subscriber resigns his employment under the University within three years of the commencement thereof, otherwise than by reason of superannuation or a declaration by competent medical authority that he is unfit for further service ;

(3) any amount due under liability incurred by the subscriber to the University.

20. (1) When the amount standing to the credit of a subscriber in the Fund or the balance thereof after any deduction under Rule 19 becomes payable, it shall be the duty of the Treasurer, after satisfying himself, when no such deduction has been directed under that Rule, that no deduction is to be made to make payment.

(2) Any person who desires to claim payment under this rule shall send a written application in that behalf to the Treasurer. Payment of amounts withdrawn shall be made in the State only. The persons to whom the amounts are payable shall make their own arrangements to receive payment in the State.

Note :— When the amount standing to the credit of a subscriber has become payable under Rules 16, 17 or 18 the Treasurer shall authorise prompt payment of that portion of the amount standing to the credit of a subscriber in regard to which there is no dispute or doubt, the balance being adjusted as soon after as may be.

21. All sums paid into the University under these rules shall be credited in the books of the University to an account named

“The University of Jammu and Kashmir Contributory Provident Fund”. Sums, of which payment has not been taken within six months after they become payable under these rules, shall be transferred to “Deposits”, after the last day of the year and treated under the ordinary rules relating to deposits.

22. When paying a subscription in the University of Jammu and Kashmir either by deduction from the emoluments or in cash, a subscriber shall quote the number of his account in the Fund which shall be communicated to him by the Treasurer. Any change in the number shall similarly be communicated to the subscriber by the Treasurer.

23. (1) As soon as possible after the last day of each year, the Treasurer shall send to each subscriber a statement of his account in the Fund showing the opening balance as on the first day of the year, the total amount credited or debited during the year, the total amount of interest credited as on the last day of the year and the closing balance on that date. The Treasurer shall attach to the statement of account an enquiry whether the subscriber

- (i) desires to make any alteration in any nomination made under rule 5;
- (ii) has acquired a family in case where the subscriber has made no nomination in favour of a member of his family under sub-rule (2) of Rule 5.

(2) Subscribers should satisfy themselves as to the correctness of the annual statement and errors should be brought to the notice of the Treasurer within six months from the date of the receipt of the statement.

(3) The Treasurer shall, if required by a subscriber, once but not more than once in a year, inform the subscriber of the total amount standing to his credit in the Fund at the end of the last month for which his account has been written up.

24. The University may from time to time alter or amend these rules.

Pension Rules.

1. These rules shall be applicable to all permanent servants of the University who have been appointed on or after July sixteen, nineteen hundred and forty-eight (July 16, 1948), and will not have attained the age of fifty-five years (55 years) on October one, nineteen hundred and fifty-seven.

Provided that the Pension Rules, 1957, shall not apply to peons, daftaries, gardeners and other menial servants (not being clerks) who shall continue to be governed by the Contributory Provident Fund Rules in force on or before September thirty, nineteen hundred and fifty-seven.

2. University servants who are eligible to the benefits of pension under these rules shall not be entitled to receive the University Provident Fund Contribution made upto October one, nineteen hundred and fifty-seven and such contribution shall be credited to the University Pension Fund.

3. Future good conduct shall be an implied condition of every grant of a pension. The Syndicate reserves to itself the right of withholding or withdrawing the pension or a part thereof if the pensioner be convicted of serious crime or be guilty of grave misconduct after superannuation.

4. Pension may not be granted to a University servant who is removed or proposed to be removed for misconduct, insolvency or inefficiency. University servants so removed may be granted compassionate allowance by the Syndicate in special cases, provided that the allowance granted to any University servant shall not exceed two-thirds of the pension which would have been admissible to him if he had retired on medical grounds.

5. A University servant's service shall not in the case of superior service qualify for pension till he has completed 20 years of age. In the case of inferior service, service shall count after the age of 16 years.

6. The service of a University servant does not qualify for pension unless it fulfils the following three conditions:—

First— The service shall be under the University;

Second—The employment must be substantive and permanent;

Third— The service must be paid for by the University.

7. Service shall not qualify for pension unless the University servant holds a substantive post on the permanent establishment.

8. A University servant transferred from a temporary to a permanent appointment shall be permitted to count his service in the temporary office for pension, if it eventually becomes permanent, notwithstanding the fact that in the first instance the service was temporary or officiating.

9. A University servant, without a substantive appointment, officiating in an office which is vacant or the permanent incumbent whereof does not draw any part of the pay or count

service may, if he has been confirmed without interruption in his service, count his officiating service.

10. Service as an apprentice shall not qualify for pension.

11. A University servant on a permanent establishment, detached on temporary duty on the understanding that when the temporary duty ceases, he will return to the permanent establishment, is permitted to count his detached service for pension.

12. The service of a probationer who holds a substantive office and draws substantive pay shall qualify for pension.

13. Except as provided in Rule 14, time spent on leave other than privilege leave shall not count for pension.

14. Time spent on leave with allowances counts as service as follows:—

If the total service of the University servant be not less than	He counts as service a period of leave not exceeding
15 years	1 year
20 years	1 year
25 years	1 year
30 years	2 years
35 years	2 years

Note :—Total service means total service reckoning from the date of commencement of service qualifying for pension and includes periods of leave. The expression "periods of leave" should be taken to include leave with allowances.

15. Resignation of University service or removal from it for criminal liability, misconduct, insolvency, inefficiency not due to age or failure to pass a prescribed examination, entails forfeiture of past service.

16 The Syndicate may revise an order dismissing a University servant and declare that the past service of the reinstated servant shall count; in the absence of such a declaration, past service shall not be counted.

17. Time spent during suspension, pending enquiry into conduct, shall count as service provided the suspension has been immediately followed by reinstatement, but time passed under suspension adjudged as a specific penalty shall not count.

18. Should a University servant who has been suspended, pending enquiry into his conduct, be reinstated, but with forfeiture of any part of his allowances for the period of suspension, such period shall not count unless the authority who reinstated the servant expressly declares at the time that it shall count.

19. An interruption in the service of a University servant shall entail forfeiture of his past service, except in the following cases:—

- (1) Authorised leave of absence ;
- (2) Unauthorised absence in continuation of authorised leave of absence, so long as the office of the absentee is not substantively filled; if his office be substantively filled, the past service of the absentee shall be forfeited ;
- (3) Suspension immediately followed by reinstatement which need not be to the same office ;
- (4) Abolition of office or loss of appointment owing to reduction of establishment;
- (5) Time spent in transit from one appointment to another, provided that the University servant is transferred under the orders of the competent authority.

20. The Syndicate may in its discretion commute retrospectively the periods of absence without leave into leave without allowances.

21. The Syndicate may upon such terms and conditions as it deems fit condone all interruptions in the service of a University servant.

22. The Syndicate shall have the power to condone a deficiency not exceeding twelve months.

23. Pension shall be divided into four classes as prescribed hereunder :-

- (1) Compensation pension ;
- (2) Invalid pension ;
- (3) Superannuation pension ;
- (4) Retiring pension.

24. If a University servant is selected for discharge owing to abolition of his permanent post, he shall, unless he is appointed to another post the conditions of which are deemed to be at least equal to those of his own, have the option:

(1) of taking any compensation pension or gratuity to which he may be entitled for the service he has rendered or

(2) of accepting another appointment on such pay as may be offered and continuing to count his previous service for pension.

25. An invalid pension shall be awarded, on his retirement from service, to a University servant who by bodily or mental infirmity is permanently incapacitated for University service, or for the particular work which he has to perform.

26. Incapacity for service shall in each case be established by a medical certificate attested by the medical officer recognized by the Syndicate for the purpose aforesaid and such Medical Officer shall be of a rank not less than that of a District Medical Officer or District Surgeon.

27. A University servant who has submitted a medical certificate of incapacity for further service shall not be retained in active service pending a decision on his application for pension, nor shall he be granted leave of absence. Without the special orders of the Syndicate, service after the date of such medical certificate shall not count for pension.

28. A superannuation pension shall be granted to a University servant entitled or compelled by rule to retire at a particular age.

29. A retiring pension may be granted to a University servant who has been permitted to retire after completing qualifying service for thirty years.

30. The amount of pension that may be granted shall be determined by length of service as set forth in Rule 33. Fractions of a year shall not be taken into account in the calculation of any pension admissible to a University servant under these rules.

31. Pension fixed in rupees shall be calculated to the nearest naya paise.

32. (1) The full pension admissible under the rules shall not be granted as a matter of course, but only when the service rendered has been approved by the Syndicate.

(2) Should the service not have been thoroughly satisfactory, the Syndicate may make such reduction in the amount as it thinks proper, after giving the University servant a reasonable opportunity to explain his conduct.

33. The amount of pension shall be regulated as follows :-

(1) After a service of less than ten years, a gratuity not exceeding one month's emoluments for each completed year of service. If the

emoluments of the University servant have been reduced during the last three years of his service, otherwise than as a penalty, average emoluments may at the discretion of the Syndicate be substituted for emoluments ;

(2) After a service of not less than 10 years a pension not exceeding the following amounts :

Years of comple- ted ser- vice.	Scale of pension on ave- rage emo- luments.		Maximum limit of pension	
			Per annum	Per month
			Rs.	
10	10	sixtieth	1,920	160
11	11	„	2,112	176
12	12	„	2,304	192
13	13	„	2,496	208
14	14	„	2,688	224
15	15	„	2,880	240
16	16	„	3,072	256
17	17	„	3,264	272
18	18	„	3,456	288
19	19	„	3,648	304
20	20	„	3,840	320
21	21	„	4,032	336
22	22	„	4,224	352
23	23	„	4,416	368
24	24	„	4,608	384
25	30	„	4,800	400
and above				

In the case of officers whose average emoluments on retirement are not less than one thousand rupees, the maximum pension for a service of twenty-five years and over may be raised to four hundred and fifty rupees.

34. The term 'emoluments' when used in these rules shall be deemed to be the emoluments which

the University servant was receiving immediately before his retirement and includes :

- (1) Pay ;
- (2) Personal allowance ;
- (3) Duty allowance.

35. The term 'average emoluments' shall be calculated upon the last three years of service,

Note : (1) If, during the last three years of his service, a University servant has been absent from duty on leave with allowances or, having been suspended, has been reinstated without forfeiture of service, his emoluments for the purpose of ascertaining the average, shall be taken at what they would have been had he not been absent from duty or suspended, provided always that his pension shall not be increased on account of increase in pay not actually drawn.

(2) If, during the last three years of his service, a University servant has been absent from duty on leave without allowances (not counting for pension) or suspended under such circumstances that the period so passed should be disregarded in the calculation of the average, an equal period before the three years shall be included.

(3) Except as provided in sub-rule (1) and (2) above, only those emoluments which have been actually received can be included in the calculation. For example, when a University servant is allowed to count time retrospectively towards increase of pay, but does not receive retrospectively the intermediate periodical increments, those intermediate increments shall not be

reckoned in the calculation.

36. (1) The Syndicate shall have the power to sanction a compassionate gratuity to the heirs of a University servant who dies while in service, such gratuity not exceeding half a month's substantive pay including special pay and personal pay last drawn for each year of service.

(2) If a person who is under the pension scheme dies after he has retired from service and the sums actually received by him on account of pension are less than the gratuity admissible to his family under (1) above for the period of service put in by him, a gratuity equal to the deficiency may be granted to the legal heirs of the deceased.

37. In the event of a doubt or difficulty arising in the construction or interpretation of these rules, a reference shall be made to the Chief Secretary to the Jammu and Kashmir Government, and the Syndicate's decision after considering his reply shall be final and conclusive.

Age of Superannuation

1. The age of superannuation of the permanent servants of the University (other than peons, *daftaries*, gardeners, and other menial servants not being clerks) shall be fifty-five years provided that in the case of such of the permanent servants as have already attained the age of superannuation as provided above on October one 1957, the age of retirement shall be sixty years.

2. A permanent University servant may be re-employed after superannuation if such re-employment is in the interests of the University and not for any other reason for a period not exceeding three years, provided that the University servant so re-employed is efficient and in sound health.

Leave Rules

1. These rules shall apply to all whole-time officials of the University.

2. Leave is earned by actual service only.

*Note :—*Actual service shall include, besides the time spent on duty (i) University vacations and holidays, except such vacations or holidays as fall within the time during which an official is absent on leave ; and (ii) casual leave.

3. Leave cannot be claimed as of right when the exigencies of the University service so require, discretion to refuse or revoke leave of any description is reserved to the authority empowered to grant it.

4. Leave under the following rules may be granted to officers of the University by the Vice-Chancellor subject to confirmation by the Syndicate and to clerks and subordinate staff by the Registrar subject to confirmation of the Vice-Chancellor.

5. Leave ordinarily begins on the day on which an official relinquishes his duties and ends on the day preceding the date on which he resumed them, or if duties are relinquished or resumed in the afternoon, the leave shall commence or end respectively on the following day.

6. Absence on University duty, for which such competent authority has been obtained, shall not be reckoned as leave.

7. No person on leave shall be permitted to accept a salaried appointment or undertake remunerative and other work in connection with examinations while on leave except with the permission of the competent authority.

*Note :—*Competent authority for the purpose of rules under 'Leave Rules' shall be

the same authority as is competent to sanction leave to officers and clerks and subordinate staff of the University.

8. Leave may be of the following kinds:-

- (1) Privilege leave;
- (2) Leave without allowance;
- (3) Sick leave;
- (4) Casual leave;
- (5) Leave on private affairs.

9. In these rules "average pay" means the average monthly pay earned during the twelve complete months immediately preceding the month in which leave is taken. Provided that in the case of an official who has been on leave during these twelve months, such period of leave shall be excluded from the calculation.

10. The amount of privilege leave earned by an employee of the University is one-eleventh part of the time during which he was on duty without interruption, (provided no privilege leave can be earned by duty performed, while four months' such leave is due to him) and that whenever duty is interrupted, all claim to privilege leave previously earned is forfeited; provided further that when this leave is taken on medical grounds supported by medical certificate, it may be extended to 6 months.

Absence on privilege leave is not an interruption of duty within the meaning of this article. Privilege leave admissible to an employee of the University who has only a temporary or officiating appointment on the regular establishment or whose pay is debitable to a fund, is one-eleventh of the period spent on duty provided that no privilege leave can be earned by duty performed while 30 days' such leave is due to him.

11. No employee can take leave continuously for more than 2 years with pay and 5 years without pay.

Provided that the Senate may extend the period to any extent it thinks fit under special circumstances in any individual case.

12. Leave without allowance:—When no other leave is ordinarily by rules admissible, leave without allowance for a period not exceeding three years may be granted; provided that the interest of the University is not prejudiced by such grant of leave.

13. Sick leave:—Sick leave upto a maximum of two years in all, on half average pay for one year and one quarter average pay for the second year if taken continuously, may be granted to an employee of the University.

In order to obtain such leave, the application must be supported by a medical certificate signed by a medical officer of a rank not lower than that of an Assistant Surgeon.

14. Causal leave:—(1) Casual leave, which cannot be accumulated and cannot be joined to any other kind of leave, can be granted for 15 days in the financial year.

(2) Casual leave may be taken either at the beginning or end of holidays, provided that the period of total absence does not ordinarily exceed 12 days at a time; provided further that when holidays intervene they will count as part of casual leave.

(3) Leave should always be applied for and sanctioned before it is taken except in cases of emergency for satisfactory reasons.

15. Leave on private affairs:--(1) Leave on private affairs for 6 months on half average pay may be granted to an employee after six years' service and repeated after intervals of six years.

(2) Leave on private affairs does not accumulate and cannot be taken in instalments. It can be combined with privilege leave, the total leave not exceeding 6 months.

(3) No leave except privilege leave counts as service for leave on private affairs.

16. An employee of the University, recalled to duty before the expiry of leave of any kind, is entitled to take the balance of his leave together with any leave subsequently earned, as soon as he can be spared from duty.

Note:—Persons joining the University service after the age of superannuation shall be on contract basis only.

Travelling Allowance Rules.

PART I

1. For the purpose of determining class for railway journey and calculating daily and mileage allowance there shall be different classes as scheduled below. Payment shall be made at the *rates fixed for the class to which a person is entitled according to his **pay, except when he is entitled to a higher class according to the classification in

*For journeys outside India rates of T. A and D. A in each case shall be decided by the Syndicate (Syndicate Resolution 6 of 30th Oct., 1953).

**For purposes of payment of travelling allowance a person on retirement is to be given the status which he was enjoying when he was in service.

Rule 2 below.

Class	Pay per mensem	Schedule of payment			D.A.
		Mileage	Railway fare	Air fare	
I.	Rs. 500/- & above	-/5/-	Single air conditioned class plus -/-/9 per mile of journey covered by railway.	$1\frac{1}{3}$ within the jurisdiction of the University and $1\frac{1}{4}$ outside the jurisdiction of the University.	Rs. 8/-
II.	Rs. 300/- to Rs. 499/-	-/4/-	$1\frac{1}{2}$ first class.	do	Rs. 5/-
III.	Rs. 100/- to Rs. 299/-	-/3/-	$1\frac{1}{2}$ second class.	Nil	Rs. 4/-
IV.	All officials drawing pay up to and including Rs. 99/- excepting servants	-/2/-	$1\frac{1}{2}$ third class	Nil	Rs. 3/-
V.	Menials	-/1/6	Single third class,	Nil	Rs. 1/8

Officers going out of the territorial jurisdiction of the University will be entitled to double D. A.

Notwithstanding anything contained in the schedule of payment above, the Vice-Chancellor will draw T. A. and D. A. at the following rates:

- (i) Mileage @ -/8/- per mile.
- (ii) Railway fare as for class first officers.
- (iii) Air fare as for class first officers.

- (iv) Daily allowance @ Rs. 9/- inside the territorial jurisdiction of the University and at Rs. 18/- outside the territorial jurisdiction of the University or actual expenses, whichever the Vice-Chancellor prefers.

The Vice-Chancellor may travel by whatever mode of journey he deems fit.

Travelling allowance rates permissible to members of the Senate as such may be allowed to them for every kind of University work they are asked to do (e.g. as superintendent, inspector etc.)

Persons eligible to travel by air will be entitled to reimbursement of insurance premium for a sum of Rs. 50,000/- paid to Insurance Companies in cases of all journeys by air.

2. Classification :

- (1) Member of the Senate, the Syndicate and of other bodies declared as University bodies when they undertake a journey in this capacity shall be considered to be officers of Class 1.
- (2) Unless otherwise entitled to a higher class, persons not in Government or University service shall be placed in the class in which persons of such status in Government or University service are placed and where such status is not easily determinable, such persons shall be placed in a class to which they will be entitled according to their declared income.
- (3) Unless otherwise entitled to a higher class, lady superintendents and lady deputy superintendents will draw T. A. as provided for officers of Class III above.

- (4) Whenever air service is available, the rates payable to Class I and II officers will be $1\frac{1}{3}$ times the air fare even though the journey be performed by road. This will apply to journeys between Srinagar and Jammu and vice-versa only. For other journeys rate by road and rail or by air, whichever is less, would be payable, by whatever mode the journey be performed.

Provided that the Vice-Chancellor may allow any officer to travel by air and charge air T. A. if he deems it necessary in the interest of the University.

PART II

General Rules

1. (1) A day shall mean 24 hours or a fraction thereof, which must not consist of less than two hours.
- (2) The period of journey shall commence from the hour a person leaves his residence and shall terminate at the hour he returns to his residence or reaches his destination as the case may be.
- (3) Normally the return journey shall be undertaken on the same day after conclusion of business, if a train is available and the distance involved in the return does not exceed 50 miles.
2. No mileage allowance shall be paid for a journey less than 5 miles from the University.
3. (1) No person whose ordinary place of residence is in Srinagar shall be entitled to any T. A. or D. A. if he comes from an out-station to attend a University meeting at Srinagar.

- (2) No person residing within the territorial jurisdiction of the University shall be entitled to charge T. A. from a place farther than the one in which he ordinarily resides.
- (3) If a member of a University body resides or is on duty outside the territorial jurisdiction of the University, he shall be entitled to T. A. only from and to the point at which he enters and leaves the territorial jurisdiction of the University of Jammu and Kashmir.
- (4) Notwithstanding the restrictions placed in (1) and (2) of this rule, Government servants on Government duty or persons on University duty or persons who have left their ordinary places of residence for a temporary stay for not less than 10 days shall be paid T. A. from the place from which they start for attending University meetings†, and daily allowance for the days of halt at the place of the meeting for attending the said meeting.

4. T. A. for a servant shall be admissible when accompanying a University officer, or a college inspection committee or where specially sanctioned by the Vice-Chancellor or by a resolution of the Syndicate.

5. Examiners and all other persons shall be paid according to their pay or declared income*,

†1. Sanction of the Syndicate shall be obtained for convening a meeting of any authority of the University at a place other than the headquarters of the University.
(cf. Syn. Res. 26 March 8, 1952).

2. Actual conveyance charges shall be paid to persons for attending the meetings of the bodies of the University (Senate Res 20 December 24, 1954).

*It will be assumed that the declared income is the same as supplied to the Income Tax Department.

unless otherwise entitled to a higher rate under the Classification (Rule 2, Part I) or under any other rule of Part II.

6. Examiners in science practical examinations and superintendents of examination centres shall be paid daily allowance only for one day previous to the examination for preparation work, unless the examination day is preceded by a holiday.

7. A declaration to the effect that the class actually travelled by has been charged shall be recorded on the T. A. bill. It shall be permissible to travel by car and charge the railway fare to which a person is entitled.

8. (a) The claim for travelling expenses made under these rules shall be submitted on the prescribed bill form obtainable from the University office.

(b) All bills shall be submitted duly receipted, affixing one anna revenue stamp wherever necessary. Unreceipted and insufficiently receipted bills shall not be accepted.

(c) Bills not presented within six months from the date of the journey shall lapse and shall not be entertained unless the period of six months is extended by the Vice-Chancellor for good cause shown.

9 Journey by a longer route and journey by road between places connected by rail shall require the sanction of the Registrar in the case of superintendents, deputy superintendents and examiners and of the Vice-Chancellor in the case of members of the Senate, the Syndicate and other bodies of the University.

10. Daily allowance shall not ordinarily be

admissible for more than ten days' halt at one place, provided that such an allowance shall be allowed beyond ten days if the practical examiner or the superintendent of an examination centre is required to stay beyond that period for the purpose of the examination; provided further that prolonged haltage beyond ten days in other cases may be sanctioned by the Vice-Chancellor in his discretion according to the nature of work.

11. Daily allowance is not admissible ordinarily for days of detention owing to circumstances beyond control e. g. non-availability of air passage or certified blockade of road, provided that the Vice-Chancellor may, in special circumstances, decide such claims on their merits.

12. When an officer of the University or a member of a University body is required to attend two or more meetings with an interval not exceeding three days, he will be entitled to draw D. A. for the intervening days or T. A. whichever is less.

13. If return tickets are available and it is expected to return by air, the T. A. admissible would be single return fare plus $\frac{2}{3}$ or $\frac{1}{2}$ of the standard fares as the case may be.

14. * Notwithstanding anything contained in these rules, the Vice-Chancellor may, for reasons to be recorded, sanction special rates in exceptional circumstances.

* The Vice-Chancellor may, at his discretion, allow special rates for hilly journeys upto a maximum of 50% over the normal T. A. rates.

Hilly journey is one which cannot be undertaken by wheeled traffic. (Syndicate Resolution No. 6 of 26th September, 1956)

Award of University Scholarships

(Under Section 20 (n) of the Act)

1. The University *scholarships shall be **Regulations.** awarded to students securing the first three positions in the following examinations at rates shown against each, provided that the conditions laid down in these Rules are fulfilled by the candidates otherwise eligible for such scholarships on the basis of merit :-

	<u>First Position</u>	<u>Second Position</u>	<u>Third Position</u>
(a) Matriculation	Rs. 20/- p.m.	Rs. 15/- p.m.	Rs. 10/- p.m.
(b) Intermediate	Rs. 30/- p.m.	Rs. 20/- p.m.	Rs. 15/- p.m.
(c) B A. & B. Sc.	Rs. 40/- p.m.	Rs. 30/- p.m.	Rs. 20/- p.m.

Provided further that no scholarship is awarded to a student who is placed in the third division in the examination on the basis of which the scholarship is awarded.

2. The University scholarships will be awarded to students securing the first positions in the following examinations at rates shown against each, provided that the conditions laid down in these rules are fulfilled by the candidates otherwise eligible for such awards on the basis of merit:-

	<u>Proficiency</u>	<u>High Proficiency</u>
(a) Sanskrit ...	Rs. 10/- p. m.	Rs. 10/- p. m,
(b) Arabic ...	do	do
(c) Persian ...	do	do
(d) Hindi ...	do	do
(e) Urdu ...	do	do
(f) Panjabi ...	do	do

*These scholarships will not be tenable for professional courses. (Syndicate resolution dated 22-3-1952).

Note :—Scholarships awarded in Oriental Classical and Modern Indian Languages are special line scholarships in those languages and are not tenable for studies in other lines.

These scholarships are tenable for two years, except when a candidate appears in the next University examination after being on the rolls of an institution for one year only.

Provided further that no scholarship is awarded to a student who is placed in the third division in the examination on the basis of which the scholarship is awarded.

3. Students who are eligible for award of scholarships under Rules (1) and (2) above must be on the rolls of an educational institution affiliated to the University of Jammu and Kashmir.

For *post-graduate studies, the scholarships may be awarded to such of the students as either join affiliated institutions within the State or institutions affiliated to a recognised University outside the State in those subjects in which the teaching is not provided for at any affiliated institution within the territorial jurisdiction of the University of Jammu and Kashmir.

Note.—University scholarships may be paid from the date the scholarships are tenable, provided the scholarship holders are on the rolls of a college from this date and otherwise from the date of admission, if that comes later, upto the date they

*'Post-graduate studies' means courses of study in pure academical subjects such as English, Mathematics, Persian, Arabic, Sanskrit, Hindi, Urdu, Panjabi, History, Economics, Philosophy, Psychology, Political Science, Physics, Chemistry, Botany, Zoology, Geology, etc., for the Master's degree of an Indian University. (Syndicate Res. 18 of 20th Feb., 1953).

remain on rolls of the college, in any particular year.

4. These scholarships shall ordinarily be tenable for a period of 24 months, beginning from the 11th day of the declaration of the result of the examination on the basis of which scholarships are awarded, subject to good conduct and regularity in attendance and satisfactory progress in studies for the period during which the scholarship-holder is on the rolls of the college.

Scholarships shall be payable by terms, provided that the scholarship-holder has passed the last terminal examination according to the University standard; provided further that if he does not pass the second terminal (annual promotion) examination according to the University standard he shall forfeit the scholarship. The last date of a terminal examination in a college shall be deemed as the end of a term for the purpose of disbursing scholarships.

5. The award of these scholarships shall be subject to the production of certificates for the period the scholarship-holder is on the rolls, to the following effect from the head of the institution in which the students are admitted:

- (a) For regular attendance—Except for reasons of illness, University scholarship-holder must attain 80% of the total number of class attendances.
- (b) Progress certificates—University scholarship-holders must pass the terminal examinations by the University standard for that class.
- (c) Conduct certificate—A certificate to the effect that the University scholarship-holders' conduct has been satisfactory.

6. The University scholarship shall stop forthwith when a student in receipt of the same gives up his studies during the period he is normally to remain on the rolls of an affiliated college provided that in the event of sanctioned migration, when he is admitted in any other institution affiliated to the University, the scholarship will not stop.

7. In cases where outside the provisions of these Rules a scholarship is to be disallowed, previous sanction of the Syndicate shall have to be obtained.

8. A scholarship which has been forfeited may be re-awarded on the same conditions for the remainder of the term to the next student available in order of merit, subject to these Rules.

9. Scholarships to bracketted students shall be as follows:-

- (1) The total amount distributed should not exceed the amount provided in the budget.
- (2) If two or more students are bracketted for a scholarship, the scholarship will be added to scholarships of lower denominations if any and the consolidated amount distributed equally among the students, provided that the number of scholarships added up shall not exceed the number of students bracketted together.

Illustration :

Suppose there are three scholarships of the value of Rs. 40/-, Rs. 30/- and Rs. 20/- making a total of Rs. 90/- p. m.

- (i) Three candidates say are bracketted first, then all these will get Rs. 30/- p. m. and no further scholarships will be given.

- (ii) Suppose that first and second candidates get unequal decreasing marks but for the 3rd place two candidates are bracketted with equal marks, then the first two scholarships will be awarded as prescribed and the 3rd scholarship of Rs. 20/- will be divided equally among the two candidates, each getting Rs. 10/- p. m.
- (iii) Suppose now that two candidates are bracketted for the first position and two for the second position, then the first and the second scholarships will be added and divided equally between the two candidates bracketted for the first position and the third scholarship will be divided equally between the candidates bracketted for the second position.
- (iv) Suppose there are three students bracketted for the second position, then the first student will get the scholarship provided for the first position. The scholarships for the second and the third positions of Rs. 30/- and Rs. 20/- respectively will be added up and equally divided among the three candidates securing the second position so that each gets Rs. 16/10/8 p. m.

Library Rules and Regulations

1. The Library Committee shall consist of the following :-

- (i) The Vice-Chancellor ; the Deans of the Faculties and the Registrar (all ex-officio).
- (ii) One member to be elected by the Syndicate.
- (iii) The Librarian shall be the ex-officio secretary.

2. The functions and powers of the Library Committee shall be :-

- ✓ (i) To sanction expenditure for purchase of books and journals, (subject-wise), furniture and any other equipment required for the library out of the annual budgetted allotments or the Library Reserve Fund, provided any expenditure out of the Reserve Fund and on the library staff shall be subject to prior approval of the Syndicate.

Provided further that in case of urgent necessity the Librarian may incur an expenditure up to Rs. 100/- at a time and Rs. 500/- in a year in anticipation of the sanction of the Committee.

- ✓ (ii) To frame the annual budget of the Library and arrange for the purchase of books, periodicals, furniture and any other equipment required for the Library.
- (iii) To scrutinise and approve the suggestions of members of the Library regarding additions of new books etc. on the recommendation of the Librarian.

The Librarian shall keep a register, in which those who use the Library may enter the names of books, the purchase of which is suggested. Such suggestions shall be laid before the Committee.

- ✓ (iv) To arrange for the proper enforcement of the Library Rules.
- (v) To recommend to the Syndicate the appointments and promotions of and payment of overtime allowance etc. to library staff.

- (vi) To dispose of and write off such books as in its opinion are either worthless, unserviceable, or so far damaged as to be useless.
- (vii) To write off books lost in the Library on the recommendation of the Librarian.

Provided that the Librarian may write off books up to Rs. 25/- at a time and Rs. 150/- in a year

- (viii) To remit overdue charges on the recommendation of the Librarian.
- (ix) To approve any person who is not eligible to borrow books as a regular borrower subject to conditions prescribed in this behalf in the case of such borrowers.
- (x) To decide all matters relating to the Library which are not otherwise provided for in these Rules, the decision being liable to revision by the Syndicate.
- (xi) The Committee shall have the power to delegate any of its powers to the Librarian.

1. The hours, when the Jammu and Kashmir University Library will be open to the readers, shall be fixed by the Library Committee, from time to time.

N. B.--The Issue and Return Counter shall be closed an hour before the closing of the Library.

2. Books may be consulted within the Library premises by the following:—

- (1) Any member of any of the authorities of the University.

(2) Any teacher of the University or of any constituent or affiliated college or of any other institution approved or recognised by the University.

(3) All Post-graduate and Honours students, all B. A. and B. Sc. students, on the recommendation of the head of the Institution.

(4) Any other person specially permitted by the Librarian.

3. The following persons shall be entitled to take books on loan from the Library as soon as they have presented to the Librarian an application on the prescribed form along with other certificates etc. (if any) properly filled up and signed :-

(1) Members of University authorities and bodies.

(2) Teachers in the employ of the University. ✓

(3) Members of the staff of colleges affiliated to the University on the condition that they apply through the principal of the college and their applications are recommended by him on their guarantee of safe return of the books borrowed under the rules of the University.

(4) Headmasters and Headmistresses of recognised high schools on the responsibility of their immediate superior officers. ✓

(5) Officers of the University.

(6) Students conducting research, B. A., B. Sc., Honours and Post-graduate students, studying in the constituent or affiliated colleges on the responsibility of the head of the institution concerned.

(7) Registered graduates.

- (8) University clerical and library staff, and
✓(9) Such other persons as on application may obtain special permission of the Library Committee.

Provided that persons belonging to classes (1), (4), (6), (7) and (9) only shall make deposit of Rs. 25/- each which will be refunded on receipt of a week's notice from the borrower, provided all books have been returned and all library dues paid.

4. Each class of persons mentioned in rule 3 above, except persons belonging to 3 (6) who can retain the books for two weeks only, may retain library books on loan for one month.

Each class of persons, except persons belonging to class (2) and (3) who can draw five volumes, can draw two volumes only. For purposes of these rules the term 'volume' shall include pamphlets and parts of works separately bound.

Provided always that the Vice-Chancellor may exempt the following persons from the operation of the above rule :- ✓

- (1) Persons conducting research or engaged in the writing of a book ;
- (2) Registrar of the University, as a special case, to enable him to perform his duties as Registrar.

5. (1) Readers desirous of using the Library shall enter their names and addresses legibly in a register which shall be kept for the purpose. Such signature shall be taken as an acknowledgement that the person agrees to conform to the rules of the Library.

(2) Readers may not write upon, damage or make any mark upon any book, manuscript or map belonging to the Library.

- (3) No tracing or mechanical reproduction shall be made without express permission of the Librarian.
- (4) Silence shall be strictly observed in the Library.
- (5) Before leaving the Library, readers shall return to the assistant at the counter any books, manuscripts or maps which they had taken for consultation.
- (6) Readers shall be responsible for any damage or injury done to the books or other property belonging to the Library and shall be required to replace such books or other property damaged or injured, or pay the value thereof. If one book of a set is injured, the whole set shall be replaced.
- (7) Cases of incivility or other failure in service should be immediately reported to the Librarian or in his absence to the senior member of the staff present.
- (8) Sticks, umbrellas, boxes, bags, raincoats, books and journals and other such articles as are prohibited by counter staff shall be left in the cloak room.
- (9) Spitting and smoking are strictly prohibited.
- (10) Dogs and other animals shall not be admitted.

6. Borrowers, who keep the book/s beyond the time limit prescribed above will incur an overdue charge of one anna per volume per day that the book/s is/are overdue. Three days after the return of a book is due, a reminder will be sent to the defaulter. Non-issue of such reminder shall not entitle a borrower to escape the payment of overdue charges.

The overdue charge in all cases shall be calculated from the date on which the book/s should have been returned. Provided that in no case shall the overdue charge exceed the cost of the book/s plus 10% of the price and any penalty which may be imposed according to the nature of the book/s.

In addition to the price of a book, 10% of the price may be charged from a person who may have borrowed a University library book and failed to return it.

7. Any person desiring a book to be sent to him by post shall make a deposit of five rupees to cover postal charges. The charges incurred will be set off against the deposit, and when it is exhausted, a fresh deposit shall be made. When a book is returned by post, it shall be returned under a registered cover and at the cost and risk of the borrower.

A borrower from whom any overdue charge or other charge is due shall not be allowed to borrow books or to withdraw his deposit until he has paid the amount due.

8. (1) No book/s forming part of the reference collection or manuscripts or classed by the Librarian as 'reserved' shall be removed from the Library without the permission of the Librarian.

(2) Books prescribed or recommended by the Jammu and Kashmir University for various examinations shall not be issued without the permission of the Librarian.

(3) Uncatalogued books and current numbers of periodicals shall not be issued to any of the borrowers.

9. (1) All marking, underlining etc. shall be absolutely forbidden.

- (2) Before leaving the counter the member must satisfy himself that the book lent to him is in sound condition, and if not, he must immediately bring the matter to the notice of the Librarian or, in his absence, the senior member of the staff present; otherwise he shall be liable to be held responsible for the replacement of the book or payment of the value thereof in case of any damage or injury to the book. If one book of a set is injured or lost, the whole set shall be replaced, the value being immediately remitted to the Library for return after the set is actually replaced.
- (3) Members are not allowed to lend the books of the Library to any person whatever.
- (4) Books may be renewed for a further period of one month except in the case of borrowers of Class (6) under Rule No. 3 who can get a book or books renewed for a further period of two weeks only, provided :-
 - (i) no other reader has applied for the book/s in the meantime.

10. The stock taking of the Library shall be done once at least in every two years during such period as the Library Committee may decide. Borrowers shall be required to return all books borrowed by them one week before the commencement of such period. Usual late overdue charges shall be charged if the books are not returned before the period mentioned above.

11. (1) A card known as the borrower's card shall be maintained for each of

the persons entitled to draw books from the Library. Such cards shall be strictly, non-transferable.

- (2) A member who has lost his borrower's card shall make a written report to the Librarian immediately.
- (3) One month shall elapse after the date of such notice before a duplicate card can be issued. During this period the member shall attempt to trace and recover the card, if possible and send a second report at the end of the period, stating the result of his endeavours.
- (4) If the card has not been traced, the member shall give an indemnity bond in the prescribed form for a duplicate card required.
- (5) After the receipt of the indemnity bond, the duplicate card will be issued on payment of a fee of -/8/-.

12. The Library will be classified on Dewey Decimal scheme and a dictionary catalogue in card form will be maintained. The Librarian shall have power to refuse admission to any one infringing the rules and regulations of the University.

✓ **1.** Each post-graduate department of the Departmental University shall have its Departmental Seminar Libraries. The head of each department shall be at liberty to have the books transferred to the Seminar Library from the Central Library with the approval of the Library Committee. The head of the department shall be responsible for the proper maintenance and supervision of the Departmental Library.

2. The use of the Departmental Libraries shall be restricted to post-graduate students, provided that the head of the department may allow a restricted number of students of B. A. (Hons.) and B. Sc. (Hons.) classes to use the Library.

3. The transfer of books to the Departmental Libraries shall be restricted to books of the following description :-

- (1) Books required by the members of the Post-graduate staff for their class work.
- (2) Books needed specially for Post-graduate study. The list of such books shall be prepared by the head of the department.
- (3) Sets of journals and periodicals of purely technical nature.

4. A proper record of issue and return of books shall be maintained in each Departmental Library. In case of loss or delay in the return of books, the matter shall be reported to the Librarian for necessary action.

5. Books required by more than one department shall be kept in the Central Library unless it is possible to obtain more than one copy of each book.

6. Books shall not ordinarily be transferred to the departmental library until they are properly classified and catalogued.

7. A shelf list of all books in the departmental libraries shall be maintained in the central library.

8. The Departmental Libraries may be checked once a year by an official of the Central Library selected by the Librarian.

Sports Rules

The Sports Board shall consist of the following personnel :-
University Sports Board.

Members Ex-officio.

Vice-Chancellor	Chairman
Registrar	Member

Other members :

Five members to be nominated by the Syndicate out of whom two may be the members of the Syndicate, the third a Principal of one of the affiliated colleges and the fourth and the fifth non-officials, one from each province of Jammu and Kashmir, prominently connected with the sports activities in the State.

Secretary	...	Director of Physical Education of the University.
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The Sports Board shall be competent to :-

1. sanction expenditure from the sports grant provided in the budget;
2. determine the functions, pay and requisite qualifications of the Director of Physical Education;
3. recommend the appointment of Director of Physical Education; and
4. appoint instructors for various sports.

1. *Tournaments in the following events shall be conducted every year under the rules and regulations in vogue for each event :-

For men students

- (1) Hockey.
- (2) Football.

*The charge of the teams participating in inter-college tournaments shall not be entrusted to clerks.

- (3) Cricket.
- (4) Volleyball.
- (5) Badminton.
- (6) Athletics (including Cross Country Race).
- (7) Tennis.
- (8) Kabaddi.
- (9) Aquatics.
 - (i) Swimming,
 - (ii) Diving,
 - (iii) Boat Race,
 - (iv) Water Polo
- (10) Softball,
- (11) Table Tennis.

For women students

- (1) Throw ball,
- (2) Teni-Koit,
- (3) Badminton,
- (4) Athletics.

2. No tournament shall be held in the year in which less than four colleges offer to participate.

3. No college shall enter more than one team in each event.

4. A new event in which at least four colleges offer to participate may be included in the list of tournaments after it has received the approval of the Sports Board.

5. The following shall be the entry fees for
 Entry fee various events :—

Events	Colleges having up to 200 students on roll.	Colleges having more than 200 students on roll.
(1) Hockey, Football, Cricket, Throwball, Softball, Water-Polo, and Boat Race For each game.	... Rs. 20/-	Rs. 30/-
(2) Volleyball	... Rs. 10/-	Rs. 15/-
(3) Badminton-Single	... Rs. 10/-	Rs. 15/-
Badminton-Double	Rs. 15/-	Rs. 20/-
(4) Tennis-Single	... Rs. 15/-	Rs. 20/-
Tennis-Double	... Rs. 20/-	Rs. 30/-
(5) Kabaddi	... Rs. 15/-	Rs. 20/-
(6) Table Tennis-Single	... Rs. 10/-	Rs. 15/-
Table Tennis-Double	... Rs. 15/-	Rs. 20/-
(7) Teni-Koit-Single	... Rs. 10/-	Rs. 15/-
Teni-Koit-Double	... Rs. 15/-	Rs. 20/-
(8) Athletic and Aquatic individual events: Re 1/- and Rs 2/- will be charged per head per event from the colleges having up to 200 students on roll and colleges having more than 200 students on roll respectively.		

6. The entry fees shall be received by the University Office on or before the date fixed for each event. No late entries shall be accepted.

7. In the middle of October each year, the Sports Secretary/the University Office shall ask for the number of students on the rolls of affiliated colleges to determine the entry fee to be levied for each event.

8. Forms for entry fees shall be got printed

by the Sports Secretary/University Office and supplied free to the colleges.

9. The programme of various events during the year shall be drawn up by the Sports Board in April each year and immediately sent to the colleges. This shall indicate the date on which a tournament is to commence and the date on which the entry fee is to be received.

10. Ties for each event shall be drawn by the Sports Secretary in the presence of at least two members of the Sports Board nominated by the Sports Board immediately after the date for receipt of entries and these shall be communicated at once to the colleges concerned.

11. No change in the programme of a tournament shall be made without the approval of the Sports Board.

12. The tournaments shall be open to the **Eligibility** affiliated colleges of the University and to the bonafide students of these colleges.

13. A bonafide student is defined as a student whose name is borne on the rolls of an affiliated college and who is registered in the University.

14. In order to avoid professionalism in the University sports, no student shall be allowed to play for any institution in the University tournaments unless he has attended 40% of the lectures for that year in the college for which he plays.

15. No student shall be eligible to represent his college for more than :

- (1) 4 consecutive years in the Intermediate ;
- (2) 3 consecutive years in the Degree; and
- (3) 2 consecutive years in M. A. classes.

16. Any part of a year will be taken as

full one year for purposes of eligibility.

17. An examinee shall be eligible to represent his college till the declaration of his result by the University.

18. A student who migrates from one college to another shall be allowed to play for the latter only after his migration has been sanctioned by the University.

19. In the case of hockey, football and cricket no student can represent his college in more than one team in the same year.

20. Rule 19 shall not apply to colleges having less than 200 students on their rolls.

21. The Principals of colleges shall be responsible for the eligibility for each member of their teams.

22. Any college infringing the eligibility rules shall make itself liable to disqualification in that event for that year.

23. A team wishing to lodge a protest during a match should through its captain orally intimate its intention to the referee on spot, complete the match and immediately after the match put in a written protest to the Sports Secretary through its Principal or the Professor-in-charge along with the protest fee equal to the entry fee for that event.

24. The complaints, protests etc. will be considered by the members of the Sports Board nominated by the Board for drawing of ties.

25. If the members of the Sports Board authorised to consider protest etc. under Rule 24 consider a protest as just, the protest fee shall be refunded to the protesting team.

26. The decision of the members of Sports Board authorised to consider protest under Rule 24 shall be considered as final.

27. During the course of a match, the referee's decision shall be final. Protest against his decision, if any, will be entertained only after the match.

28. The referees, umpires, or judges appointed for tournaments shall report any serious breaches of rules, bad sportsmanship, indecent behaviour of players or students of a college or colleges to the Sports Secretary who shall place the same before the Sports Board for necessary action. The decision of the Sports Board shall at once be communicated to the Principals of colleges concerned.

29. Suspensions or disqualifications as awarded by the Sports Board shall remain in force for the period decided by it.

30. Any team walking off the field during a match shall be disqualified and the match awarded to the other team.

31. Teams turning up late in the tournament matches shall be scratched provided that if a team is late by not more than 10 minutes it will be allowed to play on payment of a penalty of Rs. 10/-.

32. The ground equipment such as nets, flags, poles, matting etc., will be provided by the college on whose grounds a particular match is played. For athletics the entire equipment will be supplied by the University.

33. A panel of referees and umpires shall be drawn up by the Sports Board before the commencement of the tournaments. Appointments of referees and umpires shall be made by the Sports Secretary.

34. Teams or players competing in University Colours. tournaments shall wear proper uniforms, representing registered college colours. Small ribbons or bands of college colour shall not be accepted.

35. The manner in which the colours are combined by a college shall be specified and intimated to the Sports Secretary, who will maintain the record in his office.

36. The colours assigned to the various colleges are as follows:—

Government Gandhi Memorial Science College, Jammu...	White and purple
Government Gandhi Memorial Arts College, Jammu. ...	White and scarlet
Teachers' Training College, Jammu. ...	Yellow and navy blue
Sri Pratap College, Srinagar...	Gold and green
Amar Singh College, Srinagar. ...	Black and white
Teachers' Training College, Srinagar. ...	White and navy blue
Gandhi Memorial College, Srinagar. ...	Yellow and red
St. Joseph's College, Baramulla. ...	White and green
Government College, Sopore. ...	Red and navy blue
Government College, Anantnag. ...	Red and green
Government College, Bhadarwah. ...	Dark brown and red
Government College, Poonch. ...	Crimson and yellow

37. The Sports Secretary will maintain in his office a list of running trophies and certificates. available for award to the winning teams.

38. The trophies shall be the property of the University and the teams to which they are awarded shall return them to the Sports Secretary six months after the award.

39. Colleges responsible for the loss of or damage to the trophies shall pay the cost thereof.

40. Certificates of merit signed by the President of the Sports Board and the Sports Secretary shall be awarded to the individual members of the finalist teams in game tournaments and to the individuals securing first and second places in athletics, swimming, cross country race, boxing, etc.

41 Subject to revision, the University will **Travelling Expenses** pay one side bus fare to the teams going from one place to another. The rate of fare shall not exceed that fixed by the Government Transport Department.

42. A referee fee of Rs. 5/- per referee per match and an umpire fee of Rs. 10/- per umpire per day will be paid.

43. All T. A. bills of college teams shall reach the Sports Secretary within a month after the termination of the tournament. Bills received after that may not be entertained.

44. The maximum number of players per team eligible for T. A. from the University shall be as follows :—

Hockey and football.	... 11 plus one extra.
Cricket.	... 11 plus two extra.
Volleyball	... Actual number of players plus 1 extra.
Badminton and athletics.	... Actual number of players.

Individual games.

45. The matches in the Jammu and Kashmir Hockey and Foot- Zones shall be played on the ball. league system provided the number of colleges participating in any event is more than two. The finals between the Zones will be played on knock-out system.

46. The matches shall be played according to the rules as follows —

Cricket ... Rules adopted by M. C. C.

Football ... Rules adopted by All India Football Federation.

Hockey ... Rules adopted by All India Hockey Federation.

47. All cricket matches shall be played to a finish commencing each day from 10 a. m. to 1 p. m. and 2 p. m. to 5 p. m. Ordinarily a match shall be played for not less than 5 hours or more than 6 hours a day.

Rules Regarding Reviewing Of Text Books

1. The books shall be invited on subjects or parts thereof as desired by the School Board and the Boards of Studies and a notification to this effect shall be issued in an important Indian daily paper and the Government Gazette and copies of the notification shall be sent to all affiliated colleges and high schools and to local publishers.

2. Books shall be invited two years ahead of the academic session for which they are to be prescribed or recommended for study e. g. for academic session 1957-59 in 1955.

3. The Registrar shall call for new books within one month of the receipt of the suggestions from the Faculties and the School Board, as the case may be.

4. Books invited shall reach the University Office on or before 1st April of the following year, i. e. the year following the one in which new books have been invited; that is for books called for in 1955 by the 1st of April, 1956.

5. Each publisher or author-publisher shall send three copies of the book in printed or manuscript form.

6. Manuscripts submitted in English script shall be type-written and in the case of other scripts in type or in calligraphist's (*katib's*) hand.

7. No manuscript or book, once submitted, shall be returned.

8. Publishers or author-publishers intending to submit their books shall pay a reviewing fee of Rs. 30/- per book submitted for consideration.

9. The publishers or author-publishers who are found guilty of one or other of the following acts shall be disqualified:—

- (1) Selling pirated editions or infringing copyrights;
- (2) Charging more than the authorised prices;
- (3) Making wrong statements about the authorship of books; or withholding information regarding partnership in royalty.

10. The following details about the books and manuscripts submitted shall be pasted on the reverse of the title page of each book or manuscript:—

- (1) Name of the book;
- (2) Name and address of the author;
- (3) Name and address of the publisher;
- (4) Name of the subject and examination for which submitted;
- (5) Size of the book in printed form;

- (6) Number of pages of the book in printed form ;
- (7) Quality of paper used/to be used, quality; size and weight per ream to be mentioned;
- (8) The body of the type used/to be used, i. e. what point the type used is, say 10 or 12 point ;
- (9) Material used/to be used for the cover page and binding ;
- (10) Number of illustrations given/to be given;
- (11) Price of the book in printed form ready for sale.

*Note :—*5% variation in supplying details pertaining to items 5 and 6 will be allowed in the case of manuscripts only.

11. The following declaration shall be accompanied with each book submitted to the University for being prescribed or recommended for study :

- (1) No copy-right material has been used in the book entitled_____

or,

Necessary permission has been obtained for copyright material that has been used in the book entitled_____ the details of which are given below :

- (2) That the book entitled_____ does not contain any obscene passage and is not objectionable in any other way;
- (3) That the author's name given on the book or the manuscript is the name of the real author and that he has no secret partners;
- (4) That sufficient number of copies of the books will be made available by the

beginning of the academic session and that in subsequent editions the get—up of the book according to the sample of the book submitted to the University Office for approval will be maintained ;

(5) That no change in price will be made without the previous approval of the Syndicate;

(6) That in case of manuscripts three copies of the approved book in printed form ready for sale will be furnished to the University office and the books will be placed on sale only after these printed books are found by the Registrar to be in accordance with the conditions laid down.

12. In the annual meetings the Boards of Studies and the School Board shall recommend panels of reviewers for each subject consisting of not less than ten names. Such panels shall not be changed ordinarily for a period of three years but the vacancies which may occur will be filled from time to time. From these panels, in the case of the Matriculation Examination, the Chairman of the School Board and in the case of other examinations, the Chairman of the Academic Board, will nominate not more than three reviewers to review any particular set of books. The Registrar will keep these names and all correspondence with reviewers confidential.

13. Books received shall be sent to reviewers after removing from these books all marks of identity of authors and publishers. Such books shall reach the reviewers at the latest by the 1st of May. All reviews shall reach the Registrar on or before the 15th of June along with the books and manuscripts sent for review.

14. Reviewers shall be paid Rs. 10/- for

each book reviewed.

15. Reviews will be submitted according to a questionnaire to be prepared for each subject by the Board of Studies concerned and in the case of Matriculation Examination by the School Board. These questionnaires will demand information on all concrete details like volume, size, get - up, contents and their suitability, language and its gradation, number of quality of illustrations given, errors and inaccuracies, if any, of thought and language, misprints etc. etc.

16. When a book is finally approved, the publisher or the author will pay prescription fee as under :-

In the case of Matriculation Examination

- | | | |
|---------|--|---------------|
| (1) (i) | For sole text-book for English, Mathematics and General Knowledge. | ... Rs. 150/- |
| (ii) | Alternative books for English, Mathematics and General Knowledge. | ... Rs. 60/- |
| (iii) | For text-book for other subjects. | ... Rs. 60/- |
| (iv) | Alternative books for other subjects. | ... Rs. 30/- |

Intermediate, Degree, O. C. and M. I. L. Examinations.

- | | | |
|---------|---|--------------|
| (2) (i) | Sole text-book for Intermediate English and Degree General English. | ... Rs. 75/- |
| (ii) | For other subjects in these and for other examinations | Rs. 50/- |

Regulations for Correction in Date of Birth

1. An entry of date of birth made in the application of a regular candidate for admission to the Matriculation Examination of the University shall not be accepted unless the Headmaster concerned certifies that the entry accords with the school admission register, that it was duly intimated by him to the parent, guardian of the candidate at least six months before the first submission of the application to the University and that the same was acknowledged by the parent/guardian of the candidate.

2. All private candidates for the Matriculation Examination who have not been on the rolls of any school whatsoever shall furnish an affidavit duly sworn before a magistrate in support of the date of birth as entered in their admission forms.

3. Ordinarily no application for correction in the date of birth in the records of the University shall be entertained. Provided that an application may be entertained :

- (a) Where it is claimed that there has been a genuine clerical error in transcribing the age of the applicant from the admission register of the high school through which he had appeared in the Matriculation Examination of the University to the application form for his admission to the said examination ; and
- (b) that the application is made on the prescribed form (Appendix V) within 4 months from the date of issue of the Matriculation certificate from the school or, in the case of private candidates only, from the University Registry, to the applicant and is accompanied by a

fee of Rs. 10/- which shall not be refundable ; and

- (c) that the application is submitted through the Headmaster concerned, who shall in support of the application furnish the relevant register of the high school along with his own affidavit attesting the statement of the applicant.

4. If on examination of the evidence presented in support of the application, it is established to the satisfaction of the Vice-Chancellor that there has been a genuine clerical error in transcribing the age of the applicant from the admission register of the high school to his application for admission to the Matriculation Examination, the Vice-Chancellor may in his discretion authorise the necessary correction in the entry of the date of birth of the applicant in the University records.

5. These regulations shall come into force six months after the date of their notification in the Government Gazette.

6. All applications for correction in date of birth by refugee students who cannot produce record of the first entry of date of birth shall be considered by the Syndicate on their merits.

*See summary of cases
herein.*

PART II
EXAMINATIONS

CHAPTER I

EXAMINATIONS (GENERAL)

Under Section 4 (2) (a), (b), (c), (d),
Section 21 (2) and Section 26 (k)
of the Act

1. *A candidate for any examination of the University shall, on or before the date prescribed for the purpose, submit to the Registrar his application for admission on the prescribed permission-cum-admission form along with the prescribed fees and certificates signed by an officer authorised for this purpose, under the Statutes, to the effect that he has fulfilled all the conditions laid down by the University in this behalf and is of good character.

2. Fees, as shown in Appendix VI, shall be paid in respect of examinations held by the University, provided that blind candidates shall be exempted from payment of all fees, including charges for invigilation or writers.

*1. Candidates placed either under compartment or wishing to qualify in additional subjects and reading in the next higher class shall for the purpose of admission to the examination in the case of compartmental candidates be treated as regular candidates and in the other case as private candidates. (cf. Syndicate Resolution 8 of 17th May, 1956).

2. All cases of provisional admission to the examinations other than matriculation shall come up before the Syndicate before such admissions are granted.

3. The fees for the supplementary examination shall be the same as for the corresponding annual examination in the case of all examinations.

4. The dates of commencement of each examination shall be as under -

Matriculation ...	Annual ...	Ist Monday of March
Intermediate ...	Annual ...	4th Monday of March
	Supplementary.	15th September
B. A., B. Sc. ...	Annual ...	Monday following the
and B. Com.		4th Monday in March
	Supplementary ...	15th September
M.A. & M.Sc.	Annual ...	4th Monday of April.
B. A. (Hons), Oriental Classical and Modern Indian Languages Examinations ...	Annual ...	4th Monday of April
	Supplementary ..	15th September
B. Ed. ...	Annual ...	3rd Monday of May
	Supplementary...	15th September

Candidates who are eligible to appear in a particular examination as a sequel to the result of the preceding examination, may submit their forms and pay the fees without late fee within 15 days of the date of the declaration of the results and thereafter with a late fee of Rs 5/- for each count of 15 days up to a maximum of 30 days of delay. This concession will, however, apply to those candidates only in whose case the duration of the time between

the respective dates prescribed above and the dates of declaration of results is less than 15 days.

5. The *last date for the receipt in the University Office of forms and fees of admission shall be as follows:—

(1) Permission-cum-admission forms and fees from private candidates :

Matriculation	...	Annual	...	15th October
Intermediate	...	Annual	...	1st November
		Supplementary		15th July
B.A., B.Sc.,	...	Annual	...	15th November
and B. Com.		Supplementary		15th July
M.A. & M.Sc.,		Annual	...	1st December
B. A. (Hons.)				
and Oriental				
Classical,				
Modern Indian				
Languages				
Examinations	...	Annual	...	1st December
		Supplementary	...	15th July
B Ed.	...	Annual	...	1st December
		Supplementary		15th July

(2) Admission forms and fees from regular candidates :

Matriculation		Annual	...	15th November
Intermediate	...	Annual	...	1st December
		Supplementary	...	15th July
B, A., B. Sc.	..	Annual	...	15th July

*(i) Dates of receipt of forms and fees in the University Sub-Office at Jammu shall be considered to be the dates of their receipt in the Registrar's office at Srinagar and delay fees, wherever due, shall be regulated accordingly. (Syndicate Resolution 5 dated 20-2-1955).

(ii) In case the last date prescribed for submission of forms, fees etc. falls on a holiday or Sunday, it shall be extended to the next working day. (cf. Syndicate Resolution 19 dated 9-10-1952)

and B. Com.	Supplementary	15th July
M.A. & M Sc.	Annual	31st December
B A. (Hons.)		
and Oriental		
Classical,		
Modern Indian		
Languages		
Examinations ...	Annual ...	31st December
	Supplementary...	15th July
B. Ed. ...	Annual ...	31st December
	Supplementary...	15th July

6. *Save with the special permission of the Vice-Chancellor, the results shall not be declared later than the ninth week of the respective dates of commencement of examinations.

7. Whenever any of the days on which any examination has to be held according to the Statutes for the time being in force happens to be a public holiday or when, in the opinion of the Syndicate, there is sufficient reason for altering the days for holding any examination as fixed by the Statutes, it shall be competent to the Syndicate to fix such days other than the days fixed by the Statutes for holding such examination as they may consider proper;

Provided that notice shall be given by a notification of any such alteration of dates, as the Syndicate may direct, at least 15 days before the day fixed by the Statutes for the commencement of such examinations.

*A fee of Rs 10/- shall be charged from a candidate for each certificate issued to each institution for communication of results to a college outside the State where the candidate seeks admission before the actual date of announcement of the result. (Syndicate Resolution No. 3 dated 3rd August, 1950).

8. (1) A candidate who fails to present himself for an examination shall not be entitled to refund of the admission fee or to have it kept in deposit for a subsequent examination provided that :-

- (i) If a candidate dies before he finishes his part of the examination, this fee may be refunded to his legal heirs;
- (ii) If a candidate is declared to be ineligible to appear in the examination, he shall be entitled to refund of this fee or to have it kept in deposit for a subsequent examination.

(2) Marks fee shall be refundable or adjustable wherever admission fee is refundable or adjustable.

(3) *The permission fee shall not be refunded.

(4) Notwithstanding anything contained in (1) above, if a candidate pays admission fee, but does not submit the prescribed form, the fee paid by him may be refunded.

9. A candidate, when applying for admission to one or more subsequent examinations, shall pay the prescribed fee for such examination on each occasion on which he applies for admission.

*In the case of an institution if, on examination by the Registrar, it is established that the institution was entitled to the privileges of affiliation at the time of paying permission fee, the fee paid shall be refunded as an amount payment of which was not due. But in case an institution is not so entitled, no refund shall be allowed even on the strength of any subsequent act of the Syndicate sanctioning affiliation retrospectively. (Syndicate Res. 16 dated 6th August, 1955)

10. Upon receipt of the fee prescribed, the Registrar shall, if the candidate is admitted, furnish the candidate with an admission card permitting him to appear at the examination.

11. Permission to appear at a University examination may be withdrawn for conduct, which in the opinion of the Syndicate, justifies the candidate's exclusion.

12. A candidate may not be admitted into the examination hall, unless he produces to the officer conducting the examination, his examination admission card or satisfies such officer that it will be produced.

13. The Registrar may, if satisfied that an examination admission card has been lost or destroyed, grant, on payment of a further fee of Re. 1/- a duplicate examination admission card. The card so granted shall show in a prominent place the number and date of card originally granted.

14. (1) A candidate appearing at an examination of the University shall pay a fee of Rs. 2/-, along with the prescribed examination fee, for the supply of marks obtained by him at the examination.

(2) * The detailed marks will be supplied within 21 days after the declaration of the results of an examination, and within a week on payment

*Only the total marks secured in any science subject shall be intimated to the student on payment of proper fee (Syndicate Resolution No. 13 (ix) dated 15th October, 1951).

Marks certificates shall be prepared by the tabulation clerks or, in the case of their not being available for this work, by other clerks in addition to their usual duties and overtime, on payment of an honorarium at anna one per certificate. (Syndicate Resolution No. 10 dated 18th June, 1955),

of an additional fee of Re 1/-.

15. (1) Any candidate who has appeared at Scrutiny of marks. an examination conducted by the University may apply to the Registrar for the scrutiny of his marks and the rechecking of his results. Such application must be made in a prescribed form so as to reach the Registrar within 30 days of the date of declaration of results and must be forwarded by the Principal of the college concerned or other competent authority who forwarded the candidate's original application for permission to appear at the examination.

(2) All such applications must be accompanied by a fee of eight rupees plus two rupees for each subject in which rechecking is sought.

(3) A candidate shall not be entitled to a refund of the fee unless his result is affected by the scrutiny.

(4) The result of the scrutiny shall be communicated to the candidate and the names of * those candidates whose results are affected shall be published in the Government Gazette in a supplementary list.

16. **Duplicates of University certificates or Duplicates of certi- diplomas shall not be granted cates and diplomas except in cases in which the

*Cases in which the results are likely to be affected on scrutiny of marks and rechecking of results should be placed before the Results Committee who will make a report to the Syndicate, (Syndicate Resolution No, 5 dated 11th August, 1952).

**Certificates to candidates to the effect that they have appeared in a particular examination of this University shall be issued on payment of a fee of Rs. 5/- (Syndicate Resolution No. 6 dated 18th October, 1950).

University certificates that are not issued to the students concerned within one year of their receipt by an institution shall be returned to the Registrar (Syndicate Resolution 8 dated 6th Sept '56)

Syndicate is satisfied by the production of an affidavit on a stamp paper of proper value required by law for the time being in force, that the applicant has lost his certificate or diploma or that it has been destroyed and that the applicant has a real need for a duplicate. In such cases the duplicate of a certificate, the original of which was signed by the Registrar, may be granted on payment of a fee of Rs. 5/- and the duplicate of a certificate or a diploma, the original of which was signed by the Vice-Chancellor, on payment of a fee of Rs. 10/-.

Notwithstanding anything contained in the above Statute, fresh certificates shall be issued on payment of Rs. 5/- in the case of candidates in whose certificates changes in date of birth, name or father's name etc., are sanctioned by appropriate authority; provided that the Vice-Chancellor shall certify in each case that the original certificate was produced before him and destroyed in his presence.

17. Any graduate of the University may, **Provisional certificates.** after the declaration of his result and before the date of the next convocation, apply to the Registrar for a provisional certificate of having passed the examination of the University. Such applications shall be accompanied by a fee of Rs. 10/-. In the case of other examinations, candidates applying for provisional certificates of having passed the examination, shall also be required to pay a fee of Rs. 10/-.

18. Duplicate copies of the following certificates shall be granted on payment of half the fee prescribed for the original certificates:-
Duplicates of marks certificates etc.

- (i) Marks certificate;
- (ii) Registration card;

- (iii) Date of birth certificate;
- (iv) Inter-university migration certificate;
- (v) Inter-college migration certificate;

Provided that in cases where the Registrar is satisfied that the original certificate was miscarried in post and did not reach the applicant, a duplicate copy may be issued free of charge;

19. Private candidates and ex-students shall not be allowed to take an optional paper offered by private candidates. optional paper prescribed in the syllabus, unless provision has been made for an examination in such paper of regular students attending affiliated colleges;

Provided, however, that a private candidate or an ex-student who has once taken an optional subject in any examination of the University shall be allowed the same subject when he reappears at any subsequent examination, within two years, if that subject forms part of the syllabus.

20. Permission shall not be granted for appearing at:-
Conditions for appearing in Intermediate, Degree and Post-graduate examinations.

- (i) the Intermediate (Arts, Science or Commerce) examination unless two years have elapsed since the candidate passed the Matriculation examination or any other examination recognised by the University as equivalent thereto;
- (ii) the B.A., B.Sc. or B.Com. examination unless two years have elapsed since the candidate passed the Intermediate (Arts, Science or Commerce) examination or any other examination re-

cognised by the University as equivalent thereto ;

(iii) the M A. Previous or M. Sc. Previous examination unless one year has elapsed since the candidate passed the B A. or B.Sc. examination of the University or of an Indian university recognised for the purpose by the Syndicate ;

(iv) the M. A. Final and M. Sc. Final examinations unless one year has elapsed since the candidate passed the M.A. Previous or M.Sc. Previous examination of the University.

21. No one who has been on the rolls of a college as a *regular student at any time during the **academic year preceding the University examination for which he is studying, shall appear at that examination as a private candidate ;

Provided that this shall not apply to a late

*A casual student is one whose name is not on the rolls of a college as a regular student but who, with the consent of the Principal of the college, attends lectures or laboratory work in a subject or subjects. A casual student will not lose his right to appear as a private candidate if he is otherwise eligible to do so.

Definition of casual student.

In case a candidate is admitted as a casual student in any affiliated institution, the head of the institution shall be required to report to the Registrar all particulars about such a candidate as soon as such admission has been sanctioned by the competent departmental authority (Syndicate Resolution No. 8 dated 18th June, 1952).

**Academic year means the total period during which instruction is required for the purpose of any examination between the commencement of one examination and the commencement of the next examination.

college student appearing in an examination held twice a year when his admission form is certified and forwarded by the Principal of the college he has last attended.

22. Subject to Statute 21, the following classes of persons may be allowed admission as private candidates to any University examination in any Faculty, provided they are otherwise eligible to appear in the examination.

(1) Women candidates, provided that candidates who are not permanent residents of the Jammu and Kashmir State shall produce a certificate of residence of not less than three months within the territorial jurisdiction of the University immediately previous to the date of their submitting admission forms for the examination.

(2) A teacher (which includes a demonstrator in a college or an attendance officer in a school, but does not include a laboratory assistant or an honorary teacher for this purpose) who (a) is a paid member of the whole-time teaching staff of a recognised school or of an affiliated college, or in the educational service of the Indian Armed Forces, provided he is serving within the jurisdiction of the University at the time of submitting his application; and (b) previous to the 1st of April of the year of the examination has either served for a period of two years in the aggregate or been in service for a period of nine months continuously and (c) is recommended by the head of the institution concerned;

Provided that service as an inspecting officer in the Education Department of the Jammu and Kashmir State under the provisions of (8) below will be added to the service of a teacher in computing the total period of service required under this Statute.

With the special permission of the Syndicate, the period of nine months' service required may be reduced to 6 months in respect of B.A., B.Sc. and B. Com. examinations in the case of a teacher who has prosecuted a regular course of study in an affiliated college of the University for one full academic year and has been promoted to the next higher class immediately before the commencement of his continuous service (unless the period of service is interrupted) in one or more institutions maintained or recognised by the Department of Education, the Jammu and Kashmir State or the University of Jammu and Kashmir.

Note : In calculating nine months' continuous service the period of vacation shall be taken into consideration whether the candidate has been paid for it or not, provided there has been no break in his service.

(3) Legal practitioners enrolled to practise in the High Court of Judicature of the Jammu and Kashmir State.

(4) Late college students, who have completed the prescribed course for an examination and are recommended by the Principal of the college for admission to such examination within a period of three years after completing such course.

*Explanation:—*The term 'late college student' includes those who have completed the prescribed course but have not appeared in the examination and do not rejoin a college the following year.

A candidate who has completed the adequate course but has not appeared in the examination shall be eligible to appear as a late college student within three years including the year in which he was due to appear, unlike a failure who can appear within three years after his failure.

In the case of a student disqualified for having used unfair means three years shall commence after the period of disqualification is over.

(5) Candidates for the Proficiency, High Proficiency and Honours Examinations in Oriental Classical and Modern Indian Languages appearing from territories within the jurisdiction of the University.

(6) Candidates who having passed a High Proficiency or Honours Examination in an Oriental Classical or Modern Indian Language of the University or an equivalent examination of any other recognised university desire to appear in English only of Intermediate and Bachelor's degree examinations of the Arts Faculty; provided they appear from territories within the jurisdiction of the University.

(7) Whole-time librarians or library clerks who have immediately previous to the date of submitting their admission forms for the examination, served continuously for twelve months in the library of either an affiliated college or a recognized high school, the University Library, the public libraries of the State or any other public library approved by the Syndicate for this purpose.

(8) Inspecting officers in the Education Department in the Jammu and Kashmir State, who have immediately previous to the date of their submitting admission forms for the examination, either so served for a period of two years in the aggregate or been so employed for a period of nine months continuously, provided that service as a teacher under the provisions of (2) above will be added to the service as an inspecting officer in computing the total period of service.

(9) A drill master or a physical instructor in a recognised school or an affiliated college, who is employed as a whole-time member of the staff and has immediately previous to the date of his submitting the admission form either so served for a period of two years in the aggregate or been so employed for a period of nine months continuously.

(10) A candidate who has been given permission to appear as a private candidate in any capacity, but fails in the examination, for admission to such examination within a period of three years after his failure.

(11) A whole-time research worker who has worked for at least two years in an affiliated college or a scientific, technical or research department or institute approved by the Syndicate and recommended by the head of his college, department or institute.

(12) Any person who has passed the LL. B. Examination of any University or any other equivalent examination, and who is enrolled as an advocate or a pleader or holds a judicial office within the territorial jurisdiction of the Jammu and Kashmir University, may be permitted to appear in the M. A. Examination of this University as a private candidate.

(13) Candidates who having passed in English only of the Intermediate or B. A. standard of this University or of the Panjab University (India or Pakistan) before 1949 appear in the remaining subjects of the Intermediate or B. A. or B. Sc. Examination.

(14) Candidates who having passed the Intermediate or an equivalent examination of a recognised university appear in additional subjects of the Intermediate Examination.

(15) Candidates who having graduated from

this University or from the Panjab University, (Pakistan), before 1949, or the Panjab University (India), or having graduated from another recognised university and afterwards having passed Master's Examination from this University appear in additional subjects of the B. A. and B. Sc. Examination.

(16) Candidates who having passed the Master's Examination of this University in a subject appear in additional alternative papers of the subject.

23. Subject to Statute 21, the following Admission of classes of persons may be allowed private candidates to B. Ed. Examination admission as private candidates to the B. Ed. Examination, provided they are otherwise eligible:-

- (i) any graduate of the Jammu and Kashmir University, or of any other recognised university, who has passed the S. A. V. Examination;
- (ii) any woman graduate of the Jammu and Kashmir University, or of any other recognised university, who has been working as a teacher, within the territorial limits of this University, in a recognised school or in a school approved by the Syndicate, or in a four-year institution affiliated to this University up to the Intermediate standard, for nine months prior to the date of application.
- (iii) late college students who have completed the prescribed course for an examination and are recommended by the Principal of the college for admission to such examination, within a period of three years after completing such course.

Explanation: The term 'late college student' includes those who have completed the prescribed course but have not appeared in the examination and do not rejoin a college the following year.

24. An applicant permitted by virtue of Additional conditions to be fulfilled by teachers etc to appear as private candidates. his office as teacher etc. must hold the office at the time of submitting the admission form and at the commencement of the examination. In case he ceases to hold the office before the commencement of the examination he should at once inform the Registrar through the attesting authority who forwarded his admission form. If he conceals the fact of his having ceased to hold the office, his examination shall be cancelled and the University may take such further action against him as may be deemed proper.

25. Subject to Statute 21, a member of the Defence Forces of India, provided he is serving within the territorial jurisdiction of the University at the time of submitting his application, may be recommended by the Syndicate for admission by special order of the Senate as a candidate in the Intermediate, Arts, Bachelor of Arts and Master of Arts examinations, provided he is otherwise eligible to appear in the examination.

26. The Syndicate may admit as private candidates to an examination for Matriculation:
Admission of private candidates to the Matriculation Examination

(1) Women candidates, provided that candidates who are not permanent residents of the Jammu and Kashmir State shall produce a certificate of residence of not less than three months within the territorial jurisdiction of the University

immediately previous to the date of their submitting admission forms for the examination.

(b) Candidates who, having passed the Matriculation Examination of the University of Jammu and Kashmir or an equivalent examination of another university, appear in additional subjects.

(3) Candidates who failed in the Matriculation Examination of the university of Jammu and Kashmir.

(4) Candidates who having passed an examination in an Oriental Classical or Modern Indian Language of this University or an equivalent examination of another university desire to appear in English only, provided they appear from territories within the jurisdiction of the University.

(5) Candidates who, having passed in English only of the Matriculation standard of this University or of the Panjab University (Pakistan or India) before 1949, appear in the remaining subjects of the Matriculation Examination.

(6) Candidates who reside within the territorial limits of the University and have not been reading for the Matriculation Examination in any recognised school at any time during the fifteen months preceding the commencement of the examination. This period shall be reduced to nine months in the case of a candidate who has passed the ninth class examination from a recognised school in the Jammu and Kashmir State, provided he produces a certificate to that effect from the headmaster of the school concerned.

(7) Under exceptional circumstances, other candidates who reside outside the territorial limits of the University of Jammu and Kashmir and satisfy the conditions laid down in Statute 26(6) above; Provided that in the case of candidates from outside the Jammu and Kashmir State,

only those bonafide candidates shall be allowed to appear in the examination whoth emselves or their guardians are, or have been, residents of the Jammu and Kashmir State and produce a certificate to this effect.

27. Private candidates shall submit their admission forms with required certificates attested as follows:-
Officers Competent to attest permission cum-admission forms.

(1) Candidates for the Matriculation Oriental Classical and Modern Indian Languages Examinations.

By the Principal of an affiliated college, or the Headmaster or Headmistress of a recognised high school, or a Tehsil Education Officer or an Assistant Inspector or Inspectress of Schools.

(2) Candidates for an examination in the Faculty of Arts, Science, Commerce or Education.

- | | | |
|---|-----|--|
| (i) Late college students | .. | by the Principal of the college last attended. |
| (ii) Teachers, drill masters, physical instructors, librarians and library clerks of affiliated or recognised institutions. | ... | by the head of the institution, or the Tehsil Education Officer of the Tehsil or an Inspector of schools of the Circle in which the candidate is employed. |
| (iii) Librarians and library clerks of other libraries approved by Syndicate. | ... | by the head of the department concerned. |
| (iv) Assistant Inspector of Schools or Tehsil | ... | by the Inspector of Schools of the Circle |

- | | |
|--------------------------|---|
| Education Officers. | concerned. |
| (v) Research workers | ... by the head of the institution concerned. |
| (vi) Legal practitioners | ... by the Registrar, High Court. |
| (vii) Women candidates | ... by the Principal of an affiliated college, or an Inspector or Inspectress of Schools, or the Chief Inspectress. |
| (viii) Army personnel | ... by the Commanding Officer of the Unit concerned. |

† Notwithstanding anything contained in the above Statute, an admission form signed in the presence of a first class magistrate, principal of an affiliated college of an Indian university, headmaster/headmistress of a recognised high school outside the jurisdiction of the University, shall be accepted.

28. A private candidate for the Matriculation examination offering a science subject or for an examination in the Science Faculty or in any science subjects in the Arts Faculty (other than a late college student) shall produce a certificate of having undergone practical training, as prescribed under Statutes, **Production of certificate about practical work done by science students.**

† The attesting officers are authorised to attest the particulars given in the admission-cum-permission forms and give the required certificates thereon in the case of private candidates, for the examinations of this University, coming from hilly areas in the State, whose signatures on the forms have been attested by first class magistrates or headmasters or headmistresses (Syndicate Resolution No. 3 Supplementary dated 16th December, 1955).

in the science subject or subjects offered, in a laboratory of the University or of an institution affiliated to or recognised by the University in the subject or subjects concerned or in a laboratory approved for the purpose.

The certificate, duly signed by the head of institution in which the practical training has been received, must reach the Registrar not later than February 1 preceding the examination.

Conduct of Examinations.

29. All examinations shall be held at such Centre of examination and change thereof. centres as may be appointed by the Syndicate.

Every candidate shall be required to appear at the centre nearest to the place where he has been studying, provided that if a candidate proposes to take the examination at a centre other than the one fixed for him by the University, he shall require for it permission of the Registrar for which he shall make an application on the prescribed form accompanied by a fee of ten rupees.

30. No one who has passed an examination of this University shall be permitted to appear at the same examination, except as specifically provided in the Statutes for the examinations concerned.

31. *The Superintendent, Assistant Superintendent, and supervisory staff of each centre shall be appointed by a sub-committee appointed by the Syndicate for the purpose at least one month before the date fixed for the commencement of the examination.

*No member of the Syndicate shall be appointed as Superintendent, Deputy Superintendent or Supervisor etc. (Syndicate Resolution 20 of 12).

In cases of emergency, owing to the refusal or inability of a Superintendent and other supervisory staff to act; or to other cause, when there is no time to bring the appointment of a Superintendent and other supervisory staff before the sub-committee appointed by the Syndicate, the Vice-Chancellor, moved by the Registrar, shall be empowered to appoint such Superintendent and supervisory staff.

32. The rules relating to appointment, duties and remuneration of Superintendents, Assistant Superintendents and other supervisory staff, including directions to candidates, shall be framed by the Syndicate.

Rules relating to duties etc. of supervisory staff and of directions to candidates.

33. *If a candidate's paper is lost after having been received by the Superintendent of the examination or by one of his assistants, and if he passes in all other subjects of the examination, he may be required to appear in that one paper which is lost, on a date fixed by the Registrar, and if he obtains pass marks, he shall be deemed to have passed the examination. In case of dispute as to whether a candidate's paper was duly received or not, the finding of the Registrar shall be final.

Loss of candidate's answer-book.

34. If a candidate accepted for an examination other than the Matriculation and Master's degree examination on account of illness etc. Examination is unable to appear in or to complete the examination on account of his serious illness or an accident to himself

Failure to appear in examination on account of illness etc.

*Answer-books shall be disposed of by auction after removing the title pages, after a period of six months and the award rolls shall be destroyed after a period of one year, after the declaration of the results. (Syndicate Resolution No. 5 dated 18th Oct., 1950).

or on account of the death of a *near relative on one of the days of the examination, he may be given another opportunity of passing the examination the same year by the Vice-Chancellor if he is satisfied by the evidence produced that the concession applied for is justified in accordance with the intentions of this Statute.

Such a candidate may, at his option, be examined in the supplementary examination on payment of the prescribed fee in the whole subject or in the paper he missed. The candidate shall be intimated as to whether he had obtained the minimum pass marks or not in the paper in which he had appeared.

The application of such a candidate shall be entertained only if it fulfils the following conditions :—

(1) It is submitted so as to reach the Registrar not later than the tenth day from the date on which the candidate was incapacitated from taking or completing the examination;

(2) It is submitted through the Principal of his college or in the case of a private candidate through the Principal of an affiliated college or a first class magistrate ;

(3) The Principal or the magistrate certifies.

(i) that the candidate could not appear in or complete the examination because of his serious illness, or accident to himself or because of the death of a near relative on one of the days of the examination; and

*By a 'near relative' is meant father, full and half brother and sister, paternal and maternal uncle, paternal and maternal grandfather and grandmother, wife, son daughter and husband.

(ii) that the candidate had a reasonable chance of success if he had appeared in the examination; and

(4) It is accompanied by a medical certificate from a licentiated medical practitioner in case of illness or an accident.

Candidates to whom this concession is granted shall be allowed provisionally to read for the next higher class provided that only such of the B. A. candidates will be admitted to the B. Ed. class as have to appear in one subject only till the publication of the results of the supplementary examination.

Provided that no candidate who passes under this Statute shall be eligible for a scholarship or prize.

35. *The Vice-Chancellor, to avoid hardship in genuine cases, shall have power to sanction the remission of late fee, and acceptance of permission and admission forms and fees after the expiry of the last date with late fee.

The Vice-Chancellor may condone the delay in submission of forms, applications and all other documents to the University in exceptional cases where the delay is occasioned by circumstances beyond the control of the applicant, provided always that he has not been guilty of negligence or fraud.

* In the case of an institution a request for remission of late fee shall be considered if the delay is due to the total stoppage of postal communications for a period of one week or more. (Syndicate Resolution No. 11 (Supplementary) dated 8th March, 1952).

36. Every day before the examination begins, the Superintendent or the Deputy Superintendent shall call upon all the candidates to search their pockets and part with and deliver to him all papers, books, or notes, which they may have in their possession. No late-comer shall be admitted unless this warning has been repeated to him at the gate.

The Superintendent or the Deputy Superintendent, or both, as the case may be, shall forward to the Registrar every day a declaration signed by him or them and witnessed by all the supervisors then on duty to the effect that he or they did, as a matter of fact, call upon the candidates to search their pockets and to surrender all papers, books or notes in their possession.

37. A candidate found to be, or suspected to be, guilty of using unfair means in the examination shall be permitted to answer the remaining part of his question-paper, but on a separate answer-book and the answer-book in which the unfair means is suspected shall be seized by the Superintendent, who shall send both the answer-books to the Registrar with his report. This will not affect the candidate's right to appear in the rest of the examination in subsequent papers.

38. If a candidate is found having in his possession or accessible to him, papers, books, or notes, which might possibly be of assistance to him, and

(1) if it is found that his possession of such books, *notes, papers was due to inadvertence

*'Notes' for purpose of these Statutes include writings of any kind such as those written on any part of the candidate's clothing or body or table or desk.

and was not *malafide*, he shall, in the case of the following examinations, be debarred from passing the examination in the paper:-

- (i) Matriculation;
- (ii) Proficiency Examination in Modern Indian Languages and Oriental Classical Languages;

and in the case of other examinations from passing the examination for that year only.

(2) in other cases of possession, he shall in the following examinations, be disqualified from passing any examination for that year only:-

- (i) Matriculation;
- (ii) Proficiency Examinations;

and in other examinations, from passing any examination that year and the following year.

39. Any candidate, detected in giving or receiving assistance or found guilty of copying from any paper, book or note or consulting these while he is outside the examination room, having left his seat temporarily during the examination, or allowing any other candidate to copy his answer book, shall in the case of the following examinations, be disqualified from passing any examination that year and the next year:-

- (i) Matriculation.
- (ii) Proficiency Examinations in Modern Indian and Oriental Classical Languages;

and in the case of other examinations from passing any examination that year and the following two years.

40. Any candidate found guilty of deliberate previous arrangement to cheat in the examination, such as *malafide* possession of an extra answer book, or smuggling of another answer book, change

of seat or roll number card, shall, in the case of the following examinations, be disqualified from passing the examination for that year and the following year:—

- (i) Matriculation;
- (ii) Proficiency Examinations in Modern Indian and Oriental Classical Languages;

and in the case of other examinations from passing any examination that year and the following two years.

41. Any candidate obtaining or attempting to obtain admission to the examination on false representation made on his admission form or forging another person's signatures on his admission form, shall be deemed to have used unfair means within the meaning of Statute 40 and shall be punished accordingly.

42. Any candidate found guilty of an attempt—direct or through a relative, guardian or friend—to influence the examiner in the award of marks or the Registrar in the compilation of results or the Superintendent of the examination centre for receiving illegal advantage, shall, in the case of the following examinations, be disqualified from passing the examination for that year only:—

- (i) Matriculation;
- (ii) Proficiency Examinations in Modern Indian and Oriental Classical Languages;

and, in the case of other examinations, from passing any examination that year and the following year.

43. Any candidate or candidates who disobey the orders of the Superintendent, or attempt to create a disturbance in or near the examination hall or dissuade or prevent or attempt to dissuade

or prevent candidates from taking the examination or organise or attempt to organise, or participate in a walk-out or strike or commit any other misbehaviour or act of violence, shall be liable to expulsion by the Superintendent as well as to any of the following punishments according to the seriousness of the offence:-

- (1) Cancellation of the answer book; and/or
- (2) Disqualification for one to five years from appearing in a University examination; or
- (3) In cases of exceptional gravity a permanent disqualification from being admitted as a student of a college or the University or to any examination of the University.

44. If a candidate is found talking during the examination but not with a view to giving or receiving assistance, his answer book shall be liable to be cancelled.

45. If a candidate makes in the answer book an appeal to the examiner for special consideration, or is guilty of disclosing his identity or making peculiar marks in his answer book for that purpose, or of using indecent language in the answer book, it shall be liable to be cancelled.

46. If a candidate commits impersonation (within the meaning of the Indian Penal Code), he shall be disqualified for five years from appearing in any examination of the University and in cases of extreme gravity he shall be declared as not a fit and proper person to be admitted to any examination of the University or as a student of a college or the University.

47. Any candidate who has committed or attempted to commit an act or series of acts relating to a University examination amounting

to the preparation for an offence (as defined in the Indian Penal Code) shall be disqualified, for a period which may extend to five years, from appearing in any examination of the University or may be declared as not a fit and proper person to be admitted to any examination of the University or as a student of a college or the University.

48. No disciplinary action under these Statutes shall be taken against a candidate except after giving him a reasonable opportunity to offer an explanation, within a stated time, of the act or acts complained of against him and considering the same.

49. The Superintendent of the examination centre shall report to the Registrar without delay and in detail each case of misconduct or use of unfair means with all available evidence and, wherever possible, with the explanation of the candidate concerned. In calling upon the candidate to explain his conduct with reference to the incident concerned, the material facts shall invariably be stated in precise terms. Where necessary, the Registrar shall obtain the explanation of the candidate or candidates concerned or make inquiries at the instance of the Superintendent or on direct receipt of a report of misconduct or use of unfair means relating to a University examination.

50. Each case shall be considered by the committee appointed by the Syndicate for the scrutiny of such cases. After the committee has considered the case and arrived at a tentative decision, such decision shall be communicated to the candidate, who shall be asked to show cause, within a stated time, why the action proposed by the committee should not be taken against him. After considering the candidate's final ex-

planation, the committee shall submit the case with its recommendations to the Syndicate for such orders thereon as the Syndicate deems fit.

51. In the case of the alleged use of unfair means in connection with examinations, if, in the opinion of the Vice-Chancellor, facts have been brought to light within 30 days of the receipt of the decision by the candidate which, had they been before the committee, might have induced them to come to a decision other than the one arrived at, then the Vice-Chancellor may order that such facts be reduced to writing and placed before the committee. The committee shall then consider the case. A unanimous decision of the committee shall be final. But in the event of a difference of opinion, the case shall be referred to the Vice-Chancellor, who may either finally decide the case himself or refer it to the Syndicate for final decision, as he thinks fit.

52. Notwithstanding anything contained in Statutes 36 to 51 above, the Syndicate shall be competent to review, set aside, alter, vary, reduce or otherwise interfere with any punishment imposed or disqualification incurred under the above mentioned rules, either at the instance of the committee for scrutiny of unfair means cases or on receipt of representation from the examinee or *sue motu* in suitable cases.

Examination Centres

53. The minimum number of candidates required for the constitution of a centre for the different examinations shall be as under:—

Minimum number of candidates required to constitute a centre of examination.	
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Matriculation, Intermediate, B.A., B. Com.	
	and B. Sc. ... 75

Oriental Classical and Modern Indian Languages.	Boys ...35
	Girls 15
Girls in other examinations	...30

(1) A special centre may be constituted on payment of Rs. 10/- per candidate short of the minimum mentioned above, provided the minimum number of candidates likely to appear from that centre is not less than:—

50 in the case of Matriculation;
40 in the case of Intermediate;
30 in the case of B. A., B. Com. and B. Sc.

The amount will be realised from the institution concerned and not from the individual candidates.

No new special centre will be constituted for less than the minimum mentioned in (1) above even on payment.

Notwithstanding anything contained in the above Statute, special centres for Matriculation Examination irrespective of the minimum number of candidates and without payment of any additional charges shall be constituted, both for theory opractical, at Leh, Kargil and Teetwal and on payment of additional charges, but irrespective of the minimum number at Kishtwar and Poonch.

The Syndicate shall be competent to examine the question of constitution of special centres in far off places, on receipt of such requests and grant permission in deserving cases on payment of usual fees irrespective of the fulfilment of the statutory conditions with regard to the minimum number of candidates required to constitute a centre.

(2) The following is the minimum prescribed

for the constitution of a *practical examination centre :—

Matriculation and Intermediate	.. 20
B. A., B. Com. and B. Sc.	...15

A special centre may be constituted on payment of an extra fee of Rs. 3/- per candidate for Matriculation and Rs. 5/- per candidate for Intermediate, B. A. and B. Sc., short of the minimum mentioned above, provided the minimum number of candidates likely to appear in that centre is not less than :—

Matriculation	...	15
Intermediate, and B. A., B. Com. & B. Sc.	...	10

*Note :—*The above rules are subject to the fundamental condition that satisfactory and adequate arrangements for the constitution of a centre can be made at a place.

54. The conduct of examination at all centres shall be made subject to inspection of centres of examination **periodical inspection by some person or persons commissioned by the Syndicate. The Inspector shall advise the Superintendent, and shall report to the Syndicate the results of the observations.

55. A viva-voce test, when required for Centre for viva-voce examination, shall be held at Srinagar and Jammu and at any other centre where there are at least ten

*The number of groups examined in any college at the same time should not be more than what the accommodating capacity of the laboratory and the apparatus available allows. (cf. Syndicate Resolution No 13 (viii) dated 15th October, 1951).

**The maximum number of visits that can be paid for inspection of a centre shall be two. (cf. Syndicate Resolution 7 dated 4th December 1954) The Registrar shall be competent to requisition a jeep whenever needed by an Inspector of Centres. (cf. Syndicate Resolution 3 (g) dated 16th Dec., 1955)

candidates in a subject.

56. The practical examination in a subject Centre for M. Sc. for the M. Sc. Examination practical examina- shall be held at each college tion where there are at least four candidates in that subject ;

Provided that, in case there are two or more colleges affiliated up to the M. Sc. standard at a place there shall be one centre only at that place for practical examinations in M.Sc., and the question of the choice of laboratories shall be settled by mutual arrangement by the Principals of the colleges concerned ;

Provided further that if two or more colleges at a place, affiliated upto the M. Sc. standard. specialise in different groups of a subject for the M. Sc. degree, the practical examination may be held at each of the colleges.

57. The supplementary examinations, both theoretical and practical, shall be held at Srinagar and Jammu, except the practical examination in subjects in which a local college is not recognised.

Appointment of Examiners.

58. Subject to the provisions of the Statutes, all arrangements for the conduct of University examinations shall be made, and all examiners shall be appointed, by the Syndicate.

59. If during the course of examination, any examiner is, for any cause, incapable of acting as such, or resigns his appointment before the examination takes place, the Vice-Chancellor shall appoint an examiner to fill the vacancy.

60. In each examination at least one examiner, who is not a teacher employed by the

University or a teacher in any affiliated college, shall be appointed for each subject in which there is more than one examiner;

Provided that in the case of a subject in which there is only one theory paper, it will be set by the external examiner.

61. (1) The appointment of examiners for all University examinations shall be made by an *ad hoc* committee of the Syndicate after consideration of the recommendations of the School Board, in the case of the Matriculation Examination, and of the Boards of Studies concerned in the case of other examinations.

(2) The Boards of Studies and the School Board shall, before the end of July of each year, recommend panels of names of examiners for the academic year following, in the subject with which they are concerned.

(3) The names of persons recommended as examiners shall be reported direct to the *ad hoc* committee appointed for the purpose by the Syndicate through the Dean concerned or, in the case of Matriculation only, through the Chairman, School Board.

62. Wherever possible, not more than one examiner shall be appointed from any one affiliated college in the same subject at any one examination.

63. No one shall be an examiner unless he has had at least three years' experience in teaching or examining for an examination of that or a higher standard. An exception may be made in the case of experts or others possessing special knowledge of the subject concerned.

64. In B.A., B. Com. & B.Sc. Examinations taken together, no one shall be appointed as examiner of more than one paper except when a paper

happens to be common to more examinations than one.

In post-graduate (previous and final) examinations other than Law, taken together, no examiner shall have more than two papers, nor more than one paper in any one examination except when a paper happens to be common to more examinations than one;

Provided that in all examinations taken together no person shall be appointed examiner in more than two papers (written, viva-voce and practical) unless the Vice-Chancellor in particular circumstances of a case otherwise determines.

Provided further that no examiner shall ordinarily value more than 300 answer books in a single paper and more than 500 answer books in all. When a paper is set conjointly by two examiners, it shall count as half a paper for purposes of calculation. The maximum number of answer books that an examiner may examine in the case of half papers shall not exceed double the number in the case of full papers.

65. General English and English Literature shall be treated as separate subjects for the purpose of selecting examiners in B. A. English.

66. No examiner shall, as far as possible, continue for more than three consecutive years for a particular examination and there shall be a gap of not less than one year before he is re-appointed.

67. In the case of papers where more than one examiner is appointed, all co-examiners shall conform to the standard of the head examiner.

68. There shall be a Board consisting of two examiners (of whom at least one shall be an ex-

ternal examiner) for conducting the *practical test in B. A., B. Com. B.Sc. Pass and Honours and M. Sc. Examinations and for reading thesis and conducting the viva-voce examination in B. A. and M. A. Examinations.

69. The maximum number of marks for the thesis shall be equally divided between the two examiners, each one of whom shall mark the thesis independently.

70. One of the members of each Board shall be appointed Chairman of the Board concerned. The marks shall be submitted under the signature of all the members of the Board concerned, but the report on the working of the examination, the equipment of laboratories, and the thesis, shall be submitted by the external examiner of each Board under his signature only.

F—Remuneration of Examiners

The scale of remuneration is shown in Appendix VI

G—Examination Results

71. The Syndicate shall appoint a committee consisting of the Vice-Chancellor, the Registrar, the Tabulator, and two others, being members of the Syndicate, to publish the results of the University examination.

72. The results of the Supplementary examination shall, however, be published under the order of the Vice-

*Practical examination in B. A. and B. Sc. Chemistry shall be held on two days; payment of remuneration to practical examiners and to other staff shall be made accordingly; and three examiners shall be appointed for conducting the Practice of Teaching Examination in the B. Ed. (cf. Syndicate Resolution 10 dated 23rd Oct. '52).

Internal examiner is one who is actually teaching the subject in this University.

Chancellor, and no meeting of the Results Committee will be necessary,

73. The Syndicate shall have power to quash the results of a candidate after it has been declared, if he is disqualified for using unfair means in the examination.

74. In any case where it is found that the result of an examination has been affected by an error, malpractice, fraud, improper conduct or other matter of whatsoever nature, the Syndicate shall have power to amend such result in such manner as shall be in accord with the true position and to make such declaration as the Syndicate shall consider necessary in that behalf;

Provided that, but subject to the Statute immediately following, no result shall be amended after the expiration of six months from the date of publication.

75. In any case where the result of an examination has been ascertained and published, and it is found that such result has been affected by any malpractice, fraud or any other improper conduct whereby an examinee has benefitted, and that such examinee has, in the opinion of the Syndicate, been party to, or connived at, such malpractice, fraud, or improper conduct the Syndicate shall have power at any time, notwithstanding the issue of a certificate or the award of a prize or scholarship, to amend the result of such examinee and to make such declaration as the Syndicate shall consider necessary in that behalf.

76. Before publication, the results of an examination shall be submitted, together with a statement of the percentage of passes in the whole examination and in each subject for the current and the five preceding years, to the Results Publishing Committee.

The Committee may order publication of the results. If, however, the Committee considers, after examination of the figures submitted, that there has been a distinct change of standard in the whole examination or in a particular subject, it shall submit the matter for appropriate action to the Syndicate which may either refer it for advice to a committee of experts to be nominated for the purpose and pass orders thereon or may take any other action it deems necessary.

Regulations.

1. *Complaints, if any, against individual question papers shall reach the Registrar (telegraphically, if necessary,) by the fourth day of the examination in the particular paper. The Registrar shall immediately pass them on to the Convener of the Board of Studies concerned, who will despatch his comments and suggestions within two days of his receipt of the complaint. If the Convener is of the opinion that the complaint deserves to be entertained, the relevant extracts from the complaint shall be forwarded to the examiner for his comments and suggestions. After the reply has been received from the examiner, the complaint and connected papers shall be placed before a committee appointed by the Syndicate for appropriate action and

*[Cf Syndicate resolution 2 (Supplementary dated 5th April, 1957).]

recommendations to the Syndicate, if necessary. If the examiner makes suggestions regarding modifications in the paper, the committee may accept the suggestions and the examiner shall be informed accordingly. In case the committee feels that the suggestions are not adequate to meet the requirements of the case, it may make such other recommendations to the Syndicate as it deems fit. The committee shall consist of the following:-

- (1) Vice-Chancellor;
- (2) Dean of the Faculty concerned or the Chairman of the School Board for Matriculation;
- (3) Two members nominated by Syndicate each year;
- (4) Registrar (Secretary).

Each question paper, irrespective of whether there is a complaint against it or not, shall be sent to the Convener of the Board of Studies concerned for review, on the fifth day of the examination in that paper. If the Convener passes some adverse remarks against the paper, these shall be sent to the paper-setter for his comments and suggestions. If the Convener does not pass any such remarks, no further action will be necessary.

- (1) The results should be tabulated by two sets of tabulators selected from among suitable persons other than the officials of the Registry. One of these sets will work in Srinagar and the other outside Srinagar.
- (2) The results, after being compiled by the two sets of tabulators, will be collated in the Registry at officers' level before submission to the Results Committee, which will authorise its publication.

**Tabulation
and checking
of results.**

- (3) The examiners shall be required to furnish the award rolls in triplicate, one copy to be sent direct to the two tabulators concerned, and the third copy to the Registrar.
- (4) Remuneration for tabulation shall be paid to each tabulator at the rate of Rs. 25/- per 100 candidates.
- (5) The appointment of tabulators shall be made by a sub-committee of the Syndicate.
- (6) The Results Publishing Committee shall, when the results have been tabulated and checked, consider the overall position of the results in each examination, take decisions regarding interpretation of Statutes and Regulations, do some minimum amount of test checking of the results and, when they deem it necessary, report to the Syndicate specially any facts concerning the results of any examination.
- (7) The Results Publishing Committee shall also scrutinize any cases of rechecking of results at the annual and the supplementary examinations, whenever proper applications have been put in by any candidate for this purpose.

1. An amanuensis shall only be allowed in
 Appointment of the case of :
 amanuensis in
 University exa- (1) Blind candidates.
 minations.

- (2) Candidates who are permanently disabled from writing with their own hands.

2. The Registrar will arrange for the appointment of an amanuensis and inform the Superintendent of the centre concerned.

3. The amanuensis must be a student of a lower grade of education than the candidate and must not be attached to the institution to which the candidate belongs.

Explanation :— If the candidate is appearing in the degree examination, the amanuensis must be a student of the intermediate or lower class and so on.

4. The Superintendent shall arrange for a suitable room for the disabled candidate and appoint a special supervisor for him out of the the list supplied by the Registrar.

5. The candidate shall pay a fee of Rs. 6/- for one session and Rs. 10/- for two sessions on the same day for the privilege to cover expenses. A blind candidate shall not be required to pay.

Regulations

1. *In the case of candidates who present themselves for examination in additional optional subject or appear in the same subject without having been sent up by the college, a penalty of annas eight and Rs. 5/- shall be charged respectively.

Penalty for candidates presenting themselves for an examination or appearing in additional optional subjects in which they have not been sent up by the college.

*(If Syndicate resolution 6 of 6-8-1953.)

2. **A practical examiner outside Srinagar shall have the power to effect change in the date of science practical examination of a candidate, subject to confirmation of the Registrar, provided satisfactory evidence is produced that a change was called for. In the case of local centres, such change shall always be effected with the previous approval of the Registrar.

3. †In the case of practical examinations, late arrival of candidates at the examination centre, should be permitted only up to a maximum of ten minutes on payment of a penalty of Re. 1/- by each candidate.

4. ††The practical examination held at two or more centres in the same examination by the same examiner shall be taken as one examination and the remuneration shall be calculated accordingly.

5. ¹No practical examiner shall conduct two meetings on the same day.

6. ²No practical examiner shall examine in one group more than fifteen candidates in the Intermediate and more than twelve candidates in the Degree examinations.

** (Cf Syndicate resolution 16 of 31-8-1953)

† (Cf Syndicate resolution of 18th June, 1955)

†† (Cf Syndicate resolution 18 of 8-3-1952)

1 (Cf Syndicate resolution No. 6 [d][18] dated 3rd November, 1952)

2 (Senate resolution No. 13[vii] dated 15th October, 1951).

7. The examiners in science practicals may
 Maintenance of account of continuation sheets in practical examination
 issue continuation sheets in excess of the scale, if any, fixed, but the examiners should keep a complete record of the continuation sheets issued by them to the candidates as is the practice in theory examinations,

8. ³Practical examiners should lay greater
 Instructions for practical examiners.
 emphasis on the actual work done in the examination hall and instructions should be so detailed as to make the marking uniform at the various centres. The head-examiner or the paper setter should examine at least ten percent of the answer books submitted by the sub-examiners to ensure their uniformity of standard. Marks for the note-book and viva-voce should not exceed ten.

9. ⁴The maximum number of candidates to
 Number of candidates to be examined by a practical examiner.
 be examined by a practical examiner shall not exceed 90.

10. ¹The examiners appointed to conduct the
 Teaching experience of practical examiners
 practical examinations must possess a teaching experience of at least three years in that subject with a maximum gap of one year in between the tail end of the teaching period and that of the particular examination.

11. ²The class note-books of the candidates
 Disposal of practical note-books.
 should be kept in their respective centres for further reference, if any. They can, however, be

3[Senate resolution No. 9d (16) dated 3rd November, 1952].

4[Cf Syndicate resolution No. x(iii) (a) dated 6-10-1953]

1[Syndicate resolution 11 (iii) of 6-10-1953].

2[Syndicate resolution 11 (iii) of 6-10-1953].

claimed back by the candidates after the publication of the University results.

12. ³In the Matriculation and Intermediate Instructions for examinations the head-examiners should be required to give detailed instructions for awarding marks for various steps in individual questions and for awarding marks for the note-book and viva-voce. The sub-examiners shall be required to maintain a chart showing the award of marks to each candidate for various steps in individual questions and to send these charts to the head-examiners along with the award lists and the answer-books.

13. ⁴Candidates shall not be required to appear in an examination in more than one paper of three hours duration on any one day.

Duration of examination in theory papers per day.

14. ¹A candidate who has had the opportunity to take the examination at special Matric the annual session shall not be permitted to sit in the supplementary Matriculation examination held in the same year in Leh, Kargil or Teetwal.

15. The ²Registrar shall every year request heads of institutions to recommend panels from among their subordinate staff for various duties (viz Superintendent, Deputy Superintendent, etc.). The strength of such panels which shall ordinarily not be less than $1\frac{1}{2}$ times the

Conduct of examinations. Recommendations for supervisory staff.

3[Syndicate resolution 11 (iii) of 6th October, 1953.]

4[Syndicate resolution 12 of 6th August, 1955.]

1[Syndicate resolution 17 of 31-8-1953].

2[Syndicate supplementary resolution 1 of 30-11-1956].

strength of staff required for the candidates sent up by the institution concerned shall be indicated by the Registrar in each case. The Registrar shall also request Inspectors of Schools to recommend a specified number of their subordinate gazetted staff for offices of Superintendents and Deputy Superintendents.

All persons recommended by heads of institutions and Inspectors of Schools should satisfy the requirements in regard to experience etc. laid down by the committee for appointment of supervisory staff.

16. ³The Committee for appointment of supervisory staff shall ordinarily make appointments from the panels sent and it shall not be necessary in these cases to obtain any further approval of the officers concerned. Where it becomes necessary to appoint some persons outside a panel, previous approval of only the immediate officer concerned shall be necessary and in such cases the Registrar shall request the immediate officer to lend the services of the persons concerned to the University.

No person shall be entrusted with duty in connection with more examinations than one. No Superintendent shall be appointed to conduct Inter and Degree examinations concurrently at the same centre. Where for some exceptional reasons it becomes necessary to appoint the same person as Superintendent for more than one examination, the Registrar shall obtain the previous approval of the immediate officer concerned.

17. ¹Superintendents of examination centres shall appoint menial staff required for conduct of examination in consultation with the head of the institution where the centre is located.

18. ²The following officers shall not be assigned the duty of Superintendent or Deputy Superintendent:-
Officers who shall not be appointed Superintendents or Deputy Superintendents.

- (1) Principals of degree colleges ;
- (2) Inspectors of Schools ;

19. ³The University examinations shall be held on all days except Sundays and the following holidays :-
Days on which examination shall not be held.

New Year day, Republic day, Shiv Ratri, Navroz, Holi, Shab-i-Barat, Baisakhi, Ram Navmi, Shab-i-Qadar, Jumat-ul-Vida, Id-ul-Fitr Martyrs' day, Id-uz-Zuha, Independence day, Muharram (two days), Janam Ashtami, Mahatma Gandhi's birthday, Dussehera (one day), Id-i-Milad-un-Nabi, Diwali, Guru Nanak's day, Christmas day.

1[Syndicate supplementary resolution 1 of 30-11-1956].

2[Syndicate supplementary 1 of 30-11-1956].

3[Syndicate resolution 8 of 26th February, 1957].

CHAPTER II

MATRICULATION EXAMINATION

1. The Matriculation examination shall be held annually on the first Monday of March at Srinagar and Jammu and at such other places as may be appointed by the Syndicate and shall be notified at least six months earlier.

2. This examination shall be open to :-

(1) a pupil* of a recognised school who :-

(i) has his name submitted to the Registrar by the Headmaster of the recognised school he has recently attended; and

(ii) produces the following certificates signed by the Headmaster of the recognised school he has most recently attended :-

(a) of good character ;

* (1) A candidate struck off the rolls of a recognised school after his application has been sent up ceases to be eligible for the examination. If, however, the candidate is re-admitted before the commencement of the examination, he becomes automatically eligible for the examination on re-admission.

(2) Permission to appear in the Matriculation examination in the same elective subjects in which a candidate had appeared previously and failed, and for the teaching of which there is no arrangement in the school which he joined after his failure, shall ordinarily be granted. (Senate resolution 36 of 2-6-'52.)

- (b) of having completed the **prescribed course of attendances for the examination ;
- (c) of having satisfactorily performed the work of the class.

(2) *Any private candidate who is eligible under Statutes pertaining to the admission

**Prescribed course means 75 percent of the attendances counted from the opening of the class (10th class) in the case of boys, and 66 percent in the case of girls. In case of those who join the class after having failed in the examination, the percentage of attendances shall be calculated on the possible attendances from the next month after the publication of the results to the month when names are sent up for the examination. If a candidate's attendances at the school, up to the date of submission of names to the University, fall short of the required percentage, the Headmaster should submit his admission form and fee provisionally. If the candidate does not complete the required percentage before the fourteenth day preceding the first day of the commencement of the examination, the Headmaster should immediately report his name to the Registrar with a view to his admission being disallowed or if any such candidate deserves special consideration the Headmaster may refer his case to the Vice-Chancellor for condonation of deficiency in attendance, beyond 20. in which case the roll number of the candidate concerned will be issued provisionally on the distinct understanding that the admission of the candidate to the examination shall be cancelled unless deficiency in attendance is condoned by the Vice-Chancellor

Attendance of candidates is to be calculated up to the fourteenth day preceding the first day of the commencement of the examination (This rule is applicable to those who have not completed the required percentage of attendances up to the date of submission of admission form)

The Head of the institution concerned is empowered to condone shortages in attendance in the case of school candidates up to and including 20, and the Vice-Chancellor up to and including 30 on the recommendation of the head of the institution concerned.

* A candidate who has failed in the Matriculation examination with one set of elective subjects shall be ordinarily permitted to re-appear next year privately with changed elective subjects.

(Senate resolution No. 36 dated 2nd June, 1952).

of private candidates and produces the required certificates.

Provided that the Syndicate or the determining authority shall have power to exclude any candidate from the examination, if it is satisfied that such a candidate is not a fit person to be admitted thereto.

3. ** Candidates shall submit the applications to the Registrar on the prescribed form accompanied by the prescribed fee and the necessary certificates, signed by persons authorised in this behalf under Statutes.

4. The amount of admission fee to be paid by each candidate shall be as follows :-

(1) Candidates from recognised schools

... Rs. 17/-

(2) Private candidates

... Rs. 29/-

plus marks fee of Rs 2/- in each case.

An additional fee of Rs. 2/- shall be paid by a candidate offering one or more subjects in which a practical test is held.

5. A candidate, who from sickness or other cause, is unable to present himself for examination, shall not receive a refund of his fee ; provided that the Syndicate may, for sufficient cause, permit the candidate to present himself for the next ensuing examination without payment of further fee. In such a case the application must be sent so as to reach the Registrar not earlier than the commencement of the examination and

** A fine of Rs. 5/- shall be charged from candidates for entering a wrong optional subject or script for History and Geography or Translation in the admission form in the Matriculation. (Syndicate Resolution No. 11 dated 24th May, 1951),

not later than a month after the date of the commencement of the examination at which the candidate is unable to appear, and must be forwarded by the Headmaster of the high school concerned in the case of candidates who sought admission as regular students or ex-students of recognised institutions, and in the case of private candidates, by the officer authorised in this behalf under the Statutes, who forwarded the original application of the candidate for permission to appear at the examination. In all cases of sickness, whether of the candidate, or of any relation of his, a medical certificate from a qualified medical practitioner, of a status not lower than that of a licentiated practitioner, shall be attached to the application.

The examination fee of a candidate, who dies before he finishes his part of the examination, or of a candidate who is debarred from appearing at the examination may be refunded.

6. Whenever the application or fee of the candidate is received after the last prescribed date, he shall pay an additional fee of Rs. 5/- on each count for a delay of 15 days, subject to a maximum delay of one month.

7. (1) The examination shall be conducted by means of questions papers, the same questions being set in every place where the examinations are held.

(2) An oral and practical examination shall be held in the following :-

- (i) Physics and Chemistry;
- (ii) Physiology;
- (iii) Hygiene.

¹ In the case of all candidates taking up science subject in the Matriculation classes a certificate of their having completed twenty minimum number of practicals shall be required to be produced from the Headmaster or Headmistress of the recognised high school where taught.

8 The medium of examination in all subjects shall be English, i.e. the questions shall be asked and their answers given in English; provided the questions in Oriental Classical Languages shall be asked and answered in the corresponding Modern Indian Language and the questions in Modern Indian Languages shall be asked and answered in the language concerned.

Provided further that answers to questions in History and Geography may be given in English or in any Modern Indian Language.

9. For the Matriculation examination five subjects must be offered by a candidate. The following are the subjects with the number of papers and the scale of marks allotted to each :—

(1) Compulsory :—	Marks
(i) English, two papers.	200
(ii) Mathematics, two papers, or in the case of girls, Arithmetic and Domestic Arithmetic and House-hold Accounts, each carrying 100 marks.	200
(iii) History & Geography, two papers.	150

¹ Interpretation ; Since candidates who have produced the necessary certificate once after having appeared in Science are permitted to attend a school where science is not taught, (vide Senate decision dated 2-6-1952) they can be permitted to appear in the examination on the basis of the previous year's certificate.

(2) Electives :—

Any two of the following :—

- (i) A Modern Indian Language
(Urdu, Hindi, Panjabi),
two papers. 150
- (ii) An Oriental Classical Language
(Sanskrit, Arabic, Persian),
two papers. 150
- (iii) Physics and Chemistry, two
written papers, and practical. 150
- (iv) Arts & Drawing, two papers. 150
- (v) Physiology and Hygiene,
(two written papers, and
practical) or Civics and
Hygiene (two written papers,
and practical) 150

10. A candidate who qualifies in Matriculation English only of the University after passing one of the Oriental Classical or Modern Indian Languages examinations, may qualify in this examination on payment of fee as prescribed for the full examination by appearing in the remaining subjects; but he shall not be eligible for scholarship.

11. To qualify for Matriculation, a candidate must obtain 33% of marks in (1) English, (2) Mathematics, (or, in the case of girls, Arithmetic and Domestic Arithmetic and Household Accounts), and (3) any two of the remaining three subjects. In each science subject this percentage is required in the written examination and in the aggregate but only 25% in the practical examination.

Provided that a candidate who obtains 33% or more marks in the aggregate of four subjects including English and Mathematics (or, in the

case of girls, Arithmetic and Domestic Arithmetic and Household Accounts), but less than the pass percentage required by not more than five marks in one of these subjects only, shall be deemed to have passed the examination, subject to the condition that if the subject concerned be a science subject, the candidate must obtain 25% marks in the oral and practical test of the subject.

Only candidates who appear in all the subjects in one session will be eligible for the concession.

12. A candidate who has qualified for Matriculation examination of this University or an equivalent examination of another university may present himself for the examination in a subsequent year taking one or more subjects of the Matriculation group in which he has not already passed and if he passes, shall receive a certificate of so passing.

13. The successful candidates shall be placed in three divisions as follows:—

- (1) Those who gain 60% of the aggregate number of marks or more shall be placed in the first division;
- (2) Those who gain 45% or more but less than 60% shall be placed in the second division;
- (3) Those who gain below 45% marks shall be placed in the third division.

A deficiency up to one percent marks in the aggregate shall be condoned for purposes of placing a candidate in the first and second divisions.

14. An outline of the tests in each subject is given below. This outline can be changed, from time to time, by the Syndicate.

15. The syllabus and courses of study shall be prescribed by the Syndicate. In cases where text-books are prescribed, the candidates will be required not only to show a thorough knowledge of the text-books, but also to answer questions of a similar standard set with a view to testing their general knowledge of the subject. Courses of study can be changed from time to time by the Syndicate. All changes in courses of study shall be duly notified at least two years before the date of the examination in which they will take effect.

16. Nine weeks after the commencement of the examination, or with the special permission of the Vice-Chancellor as soon thereafter as possible, the Registrar shall publish a list of the candidates who have passed, showing in which division each has passed, a list of those who have passed in additional subjects, and a list of Oriental Faculty candidates who have passed in English only. Each successful candidate shall be granted a certificate.

17. Any candidate who has passed the Proficiency, High Proficiency or Honours examination in Arabic, Sanskrit or Persian or an equivalent examination of another university, shall, if he so desires, be exempted from passing in that language, provided that he goes up within two years of his so passing, and that in awarding marks for that language in which he may have obtained a certificate, "pass marks" shall be taken as representing the value of those marks.

18. Candidates, who have failed at an examination and desire to offer for the next examination subjects other than those previously offered may be allowed to do so.

Outline of the test in each subject for the Matriculation Examination.

I. English :

Two written papers of three hours each.

Paper (a)—

Part I	Marks
Translation from English into a Modern Indian Language	... 20
Translation from a Modern Indian Language into English	... 30

For candidates other than those whose mother tongue is a Modern Indian Language, equivalent questions of the following or similar type will be set at a standard which may be presumed to apply to a candidate whose mother tongue is English :—

1. Exercise in comprehension, or summarising, of English prose in the 18th or 19th centuries.
2. Simple questions on unseen passages of English verse, involving elementary knowledge of figures of speech and recognition of the well known stanza forms.
3. Exercise in English prose involving knowledge of the current idiomatic form of language.
4. A simple descriptive or narrative essay on a topic of everyday life.

Part II	Marks
(a) Prose Exercises	... 10
(b) Questions on set prose book (questions on reference to context shall not be asked)	... 10

(c) Simple and free rendering of poetry previously studied	... 10
(d) Usages—idiomatic and current forms of expression in everyday use	... 10
(e) Vocabulary	... 10
Paper (b)	

Part i

Composition—creative and synthetic	... 50
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Part ii

Applied Grammar	... 50
	<hr/> 200

II. History and Geography :

Two written papers of three hours each

Paper (a), Indian History	... 75
Paper (b) Geography	... 75
	<hr/> 150

III. Mathematics :

Two written papers of three hours each.

Paper (a) (i) Arithmetic	... 40
(ii) Algebra	... 60
Paper (b), (i) Geometry :	
(ii) Practical work	... 20
(iii) Book Propositions	... 30
(iv) Deductions	... 30
(v) Trigonometry	... 20
	<hr/> 200

IV. Arithmetic and Domestic Arithmetic and House-hold Accounts (for girls)

Two written papers of three hours each.

Paper (a) Arithmetic	... 100
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Paper (b) Domestic Arithmetic and House-hold Accounts	Marks 100
	<hr/>
	200
V. Physics and Chemistry :	
Oral and practical examination of 1½ hours	40
Two written papers of three hours each.	
Paper (a) Mechanics, Heat and Light.	55
Paper (b) Magnetism, Electricity and Chemistry	55
	<hr/>
	150
VI. Physiology and Hygiene:	
Oral and practical examination	40
Two written papers of three hours each.	
Paper (a) Physiology	70
Paper (b) Hygiene	40
	<hr/>
	150
VII. Civics and Hygiene:	
Hygiene practical	15
Two written papers of three hours each.	
Paper (a) Civics	75
Paper (b) Hygiene	60
	<hr/>
	150
VIII. A Classical Language:	
(Sanskrit, Arabic or Persian).	
Two written papers of three hours each.	
Paper (a) (i) Grammar	35
(ii) Translation of easy passages from the Modern Indian Language into the Classical Language.	40
	75

Paper (b) Translation from the Classical Language into the Modern Indian Language, explanation of passages. ...	Marks 75
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150

IX. A Modern Indian Language:

(Urdu, Hindi or Panjabi)

Two written papers of three hours each.

Paper (a) Grammar and Composition.

(i) Essay	... 25
(ii) Letter	... 15
(iii) Other exercises to test familiarity with Grammar and common idioms.	... 35

Paper (b) Questions on set books and unseen passages.

(i) Prose	... 45
(ii) Poetry	... 20
(iii) Unseen	... 10

150

X. Art and Drawing:

Two written papers of three hours each.

Paper (a) (i) Object Drawing, or

(ii) Nature Drawing, or

(iii) Imaginative Pictorial Drawing, or

(iv) Geometry and Scale Drawing. ... 75

Paper (b) Elementary Design and Colour ... 75

150

Regulation.

For purposes of a pass

1. 25% of 50 marks in practical shall be reckoned as 12 marks in place of $12\frac{1}{2}$ marks.
2. 33% of 150 marks in a subject shall be reckoned as 49 in place of $49\frac{1}{2}$ marks.
3. 25% of 150 marks in a subject shall be reckoned as 37 marks in place of $37\frac{1}{2}$ marks
4. 33% of 50 marks shall be reckoned as 16 marks in place of $16\frac{1}{2}$ marks.
5. 33% of 110 marks shall be reckoned as 36 marks in place of $36\frac{1}{2}$ marks.
6. 33% of 135 marks shall be reckoned as 44 marks in place of 44.55 marks.
7. 25% of 15 marks shall be reckoned as 4 marks in place of $3\frac{3}{4}$ marks.
(Syndicate Resolution 16 of 24th May, 1951)
8. 45% of the aggregate of 850 marks shall be reckoned as 382 marks and not $382\frac{1}{2}$ marks.

Chapter III

INTERMEDIATE EXAMINATION

(Arts, Science and Commerce Faculties)

1. The Intermediate Examination in Arts, Science and Commerce shall be held annually on the fourth Monday of March at Srinagar and Jammu and at such other places as may be appointed by the Syndicate and shall be notified at least six months earlier. The supplementary examination shall begin on the fifteenth of September.

2. The examination shall be open to :

(1) any college student who :-

(i) has been on the rolls of a college during the two academic years preceding the examination ;

or

has been on the rolls of a college during the one academic year preceding the examination, having already completed the prescribed course in this or any other recognised university ;

or

has been on the rolls of a college during the one academic year preceding the examination, having already completed the first year's course in one academic year without break in this or any other recognised university and has not discontinued his studies for more than three years.

A student from a college may offer for this examination a subject in which that college is not affiliated by attending a prescribed course of lectures in that subject in another college affi-

liated in the subject. In such a case the principal of the college in which the student attends the course of lectures shall certify as regards the candidate's having attended the prescribed percentage of lectures, and the principal of the college in which the student is enrolled shall report his name to the Registrar for information of the Syndicate.

- (ii) has passed, not less than two academic years previously, the Matriculation examination of this University, or an equivalent examination of any other recognised university.

The Syndicate may for very special reasons admit a student to this examination even though he has been on the rolls of a college for a period less than that prescribed above, provided he has attended the corresponding course in any other recognised university for the period short of that prescribed before his admission to a college.

- (iii) produces the following certificates, signed by the head of the college he has most recently attended ;

- (a) of good character ;
- (b) of having attended not less than *two-thirds of the full course of lectures delivered to

* (i) First of March or the date up to which classes are held shall be taken as the last date for lectures to the second year class for purposes of counting two-thirds of lectures attended by the candidate.

(ii) In the case of failed students admission to colleges situated in Kashmir shall be allowed after short summer holidays within ten working days of the re-opening of the college after the

his class in each of the subjects offered;

summer vacation and lectures shall be counted from this date up to 1st of March or up to such other date up to which classes are held. In the case of Jammu colleges the lectures shall be counted from the first of October up to the date up to which classes are held.

(iii) In the case of candidates who join late owing to late publication of results, or who seek admission after the results of the supplementary examination are declared, the lectures shall be counted from after ten days of the declaration of the result, or the date of their joining, whichever is earlier.

(iv) In the case of other candidates who put in an extra year in first year class or second year class for any reason whatsoever, the two most favourable years out of the three shall be taken into account for purposes of counting their lectures.

Provided that in the case of a candidate who has attended the regular course of study for two years, but is not eligible to appear in the Intermediate examination owing to shortage of attendance, percentage of attendance shall be counted only for the year at the end of which the candidate appears at a subsequent examination.

(v) A failed student, or one who has completed his course, can change his elective subjects so long as he can put in the number of attendances required under the Statutes.

(vi) Physical training attendances are to be treated as practicals for purposes of condonation.

- (c) of having attended not less than 60 periods of †physical training in accordance with the rules framed by the Syndicate from time to time, provided that :-
- (i) in the first year class credit shall not be given for more than 40 periods, and
 - (ii) members of the N. C. C. shall be exempted from compulsory physical training ;
 - (iii) failed students shall not be required

1 †The following are the activities approved for compulsory physical training. The length of the period is shown against each activity:-

No.	Activity	Period
(1)	Hockey match or practice	60 minutes
(2)	Football match or practice	60 minutes
(3)	Cricket match (one full innings)	one innings equal to 2 periods
(4)	Cricket practice - batting, bowling and fielding	60 minutes
(5)	Tennis-single match or practice	60 minutes
(6)	Tennis-doubles match or practice	60 minutes
(7)	Athletics	60 minutes
(8)	Boxing match or practice	30 minutes
(9)	Wrestling match or practice	45 minutes
(10)	Gatka match or practice	60 minutes
(11)	Basket-ball match or practice	45 minutes
(12)	Volley-ball match or practice	60 minutes
(13)	Kabaddi match or practice	60 minutes
(14)	Swimming and diving	60 minutes
(15)	Rowing and sculling	60 minutes
(16)	Gymnastics	60 minutes
(17)	Callisthenics (formal and informal)	60 minutes
(18)	Corrective and medical exercises	60 minutes

to attend the periods of physical

-
- | | | |
|------|--------------------------|--------------|
| (19) | Horse riding and cycling | 60 minutes |
| (20) | N.C.C. activities | Drill period |
| (21) | Badminton (for girls) | 60 minutes |

2. No student shall be given credit for attendance for more than four periods per week in either class.

3 The credit for attendance shall be given only when the activities are properly organised by the college. Properly qualified and adequately trained physical instructors are essential for this purpose.

4. In the case of students who are members of college teams in the various games and sporting activities that comprise the Jammu and Kashmir University Sports Tournament or undertake social reconstruction work involving physical labour to the satisfaction of the principal of the college concerned, credit for 50 per cent of the requirements in each class may be given for participation in those games and sports or social reconstruction work and 50 per cent shall be obtained from attending physical training classes.

5. (1) Students who live far away from their colleges and walk at least five miles or cycle at least 8 miles daily to and from college, may be given credit for these activities to 50 per cent of the requirements in each class.

In the case of women students, this credit may be given for walking at least three miles or cycling at least four miles daily.

Living far away from college will not be accepted as a reason for exemption. Arrangements should be made for physical training during college hours.

(2) In the case of normally healthy and active students living far away under (1) above and provided that it is not found possible to arrange their physical training during college hours, their

training on their re-joining the second year class.

principals may recommend further exemptions to the Vice-Chancellor.

6. The health education syllabus, not covering more than twenty lectures, shall be framed by the Director of Physical Education.

7. Students who are organically or medically unfit for physical training and desire total exemption must submit their application to the Vice-Chancellor duly supported by certificates from doctors of a status not lower than that of an Assistant Surgeon along with the recommendations of their principals, ordinarily before the 31st October in the first year class.

8. All medical certificates should be given by the doctors of a status not lower than that of an Assistant Surgeon. When this cannot be done, principals should investigate cases carefully and then recommend applications for total exemption.

9. In cases of illness and temporary incapacity, only part exemptions shall be granted, on a periodic basis of one or two months, or one term at a time. At the end of the exempted period, students should be carefully re-examined and if the illness or its consequent weakness still continues, a further medical certificate should be submitted and another periodic exemption shall be granted, if necessary.

10 Certificates submitted to the University must be on the prescribed form printed and issued by the University.

11. For purposes of physical training attendances, the first of July each year, shall be the official date on which the existing first year class becomes the new second year class.

12. Students who are admitted to the Intermediate classes about the end of the first year,

The principal of a college is empowered to condone shortage up to 10 lectures in each compulsory subject; up to 5 in optional subjects; and physical training; and up to 5 in practicals, if two-thirds of the periods assigned to practical work in science subjects exceed the minimum number of attendances required under the Statutes, i. e. 45, the irreducible minimum. Students falling short of the required percentage beyond 10 lectures in each compulsory subject, 5 in optional subjects, and physical training, and 5 in practicals, as mentioned above, and those whose deficiency is not condoned by the principal, under the authority vested in him by this Statute, shall not be permitted to appear in the annual examination; but shall be permitted to appear in the supplementary examination, provided they remain on the rolls of the college as regular students, and attend two-thirds of lectures delivered from the date of next classification or the date on which they have joined whichever is earlier up to the commencement of the supplementary examination, provided further that the number of lectures they attend is not less than the number by which they fell short in the subject or subjects, provided further that no condonation whatsoever shall be allowed for deficiency in lectures for admission to the supplementary examination, provided lastly that students falling short of attendances in optional subjects only, may be permitted to appear in the examination without the optional subject.

Any candidate who participates in Inter-College or Inter-University Sports Tournament or

after passing the Cambridge School Certificate or other similar examinations, shall be exempted from physical training attendances required of other first year students.

N.C.C. may for the purpose of condoning deficiency in attendances incurred by him on account of such participation be treated as present on all working days during the days of his absence.

(d) of having satisfactorily performed the work of the class;

(e) in the case of a candidate intending to appear at a practical examination in a science subject, or in map work in geography, of having attended not less than two-thirds of the periods assigned to practical work in that subject, †the minimum irreducible number of attendances required being forty-five.

2. A private candidate who is admitted under Statutes relating to the admission of private candidates and who has passed, not less than two years previously one of the examinations enumerated above in 2(1) (ii); provided that a candidate who has passed either the Cambridge or the Oxford School Certificate examination, or the Matriculation examination of the University of London, may be admitted to this examination in the academical year following that in which he passes either of these examinations, if he has been enrolled in a college affiliated to the University during the twelve months preceding the examination. Provided further that the Syndicate or the determining authority, shall have power to exclude any candidate from the examination, if it is satisfied that such candidate is not a fit person to be admitted thereto.

3. Candidates shall submit their applications to the Registrar on the prescribed form accom-

† The minimum number of practicals in each subject of Zoology and Botany shall not be less than 40 percent of the minimum irreducible number of practicals

panied by the prescribed fee and the necessary certificates, signed by persons authorised in this behalf under the Statutes.

(1) The amount of admission fee to be paid by each candidate shall be as follows:-

(Intermediate Arts & Commerce)

(i) College candidates ... Rs. 29/-

(ii) Private candidates ... Rs. 35/-

plus marks fee of Rs 2/- in each case.

An additional fee of Rs.3/- shall be paid by a candidate offering one or more subjects in which a practical examination is held.

(Intermediate Science)

(i) College candidates ... Rs. 35/-

(ii) Private candidates ... Rs. 40/-

plus marks fee of Rs. 2/- in each case.

(2) The examination shall be conducted by means of question papers, the same question papers being set in every place where the examinations are held.

(3) * An oral and practical examination shall be held in the following:-

(1) Physics;

(2) Chemistry;

(3) Biology;

** (4) Geography;

*The practical examiners shall lay greater emphasis on the actual work done in the examination hall and instructions shall be so detailed as to make the marking uniform at all centres.

The head examiner or paper setter shall examine at least 10% of the answer-books submitted by the sub-examiner to ensure uniformity of standard.

Marks for note book and viva-voce shall not exceed ten. (Syndicate resolution 13 of 15 October, 1951).

**The practical papers in geography shall be set on spot by the examiners.

(Syndicate resolution No. D. (8) dated 30th October, 1952)

- (5) Geology;
- (6) Indian Music;
- (7) Domestic Science.

The minimum period that may be spent on field work and excursions in the case of following science subjects shall be as follows:-

- (1) Botany - two days in each academic year.
- (2) Zoology - two days in each academic year.
- (3) Geography - two days in each academic year.
- (4) Geology - four days in each academic year.

4. Whenever the application or fee of a candidate is received after the last prescribed date, he shall pay an additional fee of Rs.5/- on each count for a delay of 15 days, subject to a maximum of one month.

5. English shall be the medium of examination in all subjects except in Oriental Classical and Modern Indian Languages. The medium of examination in Oriental Classical Languages shall be either the cognate Modern Indian Language or English, or the Classical Language itself, at the option of the candidate. The medium of examination in Modern Indian Languages shall be the language concerned.

Examinees in Indian Music may answer the question papers in the subject in English, or Hindi, or Urdu, at their option.

6. Every candidate shall be required to take up four subjects and four only. Two of the subjects shall be fixed, and the candidate shall be allowed to select two other subjects, as hereinafter provided.

7. The following are the subjects of examination:-

(a) Arts Faculty

Fixed Subjects

(1) English.

(2) A Modern Indian or Classical Language
(Hindi, Urdu or Panjabi or Sanskrit,
Arabic or Persian).

Elective Subject.

(Two of the following may be taken)

- | | |
|-----------------|-------------------------------------|
| (1) Mathematics | (2) Physics |
| (3) Chemistry | (4) Philosophy |
| (5) History | (6) Geography |
| (7) Economics | (8) Biology (Botany and
Zoology) |
| (9) Geology | (10) Indian Music |
| (11) Civics | (12) Domestic Science |
| (13) Education | |

Indian Music, Domestic Science and Education
shall be taken only by women candidates.

(b) Science Faculty

Fixed Subjects

(1) English.

Elective Subject.

(Three of the following may be taken)

- | | |
|----------------|--------------|
| 1. English | 2. Chemistry |
| 3. Mathematics | 4. Biology |
| 5. Geology | 6. Geography |

Provided that Chemistry shall only be taken
by a candidate taking Physics as one of his elec-
tive subjects, and that no candidate can take
up Physics without Mathematics.

Provided further that a candidate taking up Mathematics as one of the elective subjects shall not be allowed to attempt the mathematics questions in the Physics paper.

The following are the subjects for candidates taking up the medical group :—

- | | |
|--------------|-------------|
| 1. English | 2. Physics |
| 3. Chemistry | 4. Biology. |

In addition to the above subjects there shall be an additional optional paper in an Oriental Classical or a Modern Indian Language recognised by the University, which may be taken by a candidate not already taking that Oriental Classical or Modern Indian Language as a fixed subject.

8. A candidate who qualifies in Intermediate English of this University or has qualified before 1949 in the Panjab University (Pakistan) or the Panjab University, India, after passing High Proficiency or Honours examination in an Oriental Classical or Modern Indian Language may qualify in this examination on payment of fee as prescribed for the full examination by appearing in the remaining subjects in any subsequent annual examination but not before the expiry of two years from the time of his having passed the Matriculation examination.

9. The marks allotted to each subject shall be one hundred and fifty, except that in the case of an additional optional paper the marks allotted shall be fifty,

10. The minimum number of marks required to pass the examination shall be thirty three percent in each subject. In each science subject, including geography, this percentage is required in the written examination and in the aggregate but only twenty-five per cent is required in the

practical examination in a science subject or in map-work for geography. In music, the minimum number of marks for passing in theory shall be thirty-three per cent and in practical 40 percent; provided that a candidate who passes in all the subjects other than the additional optional paper, but fails in one subject or part thereof by three marks or less, shall be deemed to have passed the examination.

This concession will be given only to those candidates who appear in all the subjects whether in the annual or supplementary examination, and not to those who appear in one or two subjects only.

A candidate shall receive no credit for marks obtained in the additional optional paper unless he obtains thirty-three percent or more marks in the paper, in which case these marks shall be added to the total.

11. The successful candidates shall be placed in three divisions as follows :—

Those who gain 60% of the aggregate number of marks or more in all the subjects including the additional optional paper shall be placed in the First Division; those who gain 48% or more but less than 60% in the Second Division;

and

those who gain below 48% marks, in the Third Division.

A deficiency up to 1% mark in the aggregate shall be condoned for purpose of placing a candidate in the first and second divisions.

12. A candidate who obtains 40% of the aggregate number of marks of all the subjects other than the additional optional subject but has failed in one of the subjects only, obtaining

not less than 25% marks in that subject, may, if he so desires, be admitted to an examination in that subject only at any subsequent examination on submission of admission application form along with the fee as prescribed for the full examination, on each occasion, and if he passes in that subject, shall be deemed to have passed the Intermediate examination;

Provided that the examination shall be completed within 25 months from the date of his failing in that subject in the first instance.

Candidates to whom this concession is granted shall be allowed to join the 3rd year class, but shall not be eligible to appear in the Degree examination until they have passed the Intermediate examination;

Provided that no candidate who passes under this Statute shall be eligible for a scholarship.

13. The syllabus and courses of study shall be prescribed by the Syndicate. In cases where text-books are prescribed, the candidates will be required not only to show a thorough knowledge of the text-books, but also to answer questions of a similar standard, set with a view to testing their general knowledge of the subject. All changes in courses of study shall be duly notified at least two years before the date of the examination in which they will take effect.

14. An outline of the tests in each paper is given below. This outline can be changed from time to time by the Syndicate, or in accordance with the Statutes by the Academic Board.

15. Nine weeks after the commencement of the examination, or with the special permission of the Vice-Chancellor as soon thereafter as is

possible, the Registrar shall publish a list of candidates who have passed, arranged in three divisions. Each successful candidate shall be granted a certificate stating the division in which he has passed.

16. Any candidate who has passed the Proficiency, High Proficiency or Honours examination in Arabic, or Sanskrit, or the High Proficiency or Honours examination in Persian, shall, if he so desires, be exempted from passing in that language, provided he goes up within two years of his so passing. and that in awarding marks for that language in which he may have obtained a certificate, 'pass marks' shall be taken as representing the value of those marks.

17. A candidate who has passed the Intermediate examination of this University or an equivalent examination of any other recognised university may be allowed to appear at any subsequent examination in any subject or subjects prescribed for the Intermediate examination, but not offered by him before, on payment of an additional fee as prescribed hereunder. Such a candidate, on obtaining pass marks in the subject or subjects, shall be granted a certificate to that effect.

Fee for additional subjects :-

(1) For subjects in which

a practical test is held .. Rs. 9/- per subject.

(2) All other subjects ... Rs. 6/- per subject.

18. If a private candidate appearing in any capacity other than that of a late college student fails at an examination and desires to offer for the next examination subjects other than those previously offered, he may be permitted to do so.

Outline of the tests in each paper

(Arts and Science Faculty)

I. English			Marks
(Two written papers of three hours each)			
Paper A.			
(a) Poetry set text	...	30	
(b) One prose set text for detailed study	...	25	
(c) Two prose set books for non-detailed study	...	20	
			75
Paper B.			
Part (a) Applied grammar	...	10	
Composition	...	20	
A letter or a paragraph, or a story or questions on a short unseen poem	...	10	
Part (b) Translation from a Modern Indian Language into English	...	20	
Summary writing	...	15	
			75
			150
II. Mathematics			
(Three written papers of three hours each)			
Paper A.			
Algebra ($\frac{1}{2}$)	...	25	
Trigonometry ($\frac{1}{2}$)	...	25	
			50
Paper B.			
Analytical Geometry ($\frac{2}{3}$)	...	20	
Calculus ($\frac{3}{5}$)	...	30	
			50
Paper C.			
Statics ($\frac{2}{5}$)	...	20	
Dynamics ($\frac{3}{5}$)	...	30	
			50
			150

III History

(Two written papers of three hours each)

Paper A: Indian History from Muar-
yans to 1526 ... 75

Paper B: History of England from
1485 to 1918 ...

or

European History from
1453 to 1789

or

Islamic History from the
birth of the Prophet to the
fall of the Omayyids 575-750...75

— 150

IV Economics

(Two written papers of three hours each)

Paper A. Elementary theory of Eco-
nomics ... 75

Paper B. Descriptive Economics with
special reference to India... 75

— 150

V Philosophy :

(Two written papers of three hours each)

Paper A. Logic ... 75

Paper B. Psychology ... 75

150

VI Indian Music- (For women candidates.)

One question paper shall be set for
the theory and one for the oral
and practical.

One written paper of three hours
(Theory of Music and Tal, a brief
history) ... 60

Oral and practical up to 30 minutes...	90	
	—	150

VII. A Classical Language
(Arabic, Sanskrit or Persian)

Arabic :

(Two written papers of three hours each)

Paper A. (a) Poetry: Translation from Arabic into English or Urdu and explanation of passages in English or Urdu or Arabic.	...	50
(b) Grammar	...	25

75

Paper B. (a) Prose : Translation from Arabic into English or Urdu and explanation of passages in English or Urdu or Arabic.	...	35
(b) An easy unseen passage (in Arabic) for translation into English or Urdu or for paraphrasing in Arabic.	...	5
(c) Translation from Urdu into Arabic.	...	35

75 150

Sanskrit :

(Two written papers of three hours each)

Paper A. (a) Poetry: Translation from Sanskrit into English, or Hindi and explanation of passages in English or Hindi or Sanskrit	...	50
(b) Grammar	...	25

75

Paper B. (a) Prose: Translation from Sanskrit into English or Hindi and explanation of passages in English or Hindi or Sanskrit	...	35	
(b) An easy unseen passage in Sanskrit for translation into English or Hindi or for paraphrasing in Sanskrit...		5	
(c) Translation from English or Hindi into Sanskrit	...	35	
		<hr/>	
		75	150

Persian :

(Two written papers of three hours each)

Paper A. (a) Poetry: Translation from Persian into English or Urdu and explanation of passages in English or Urdu or Persian,	...	50	
(b) Grammar	...	25	
		<hr/>	
		75	

Paper B. (a) Prose: Translation from Persian into English or Urdu and explanation of passages in English or Urdu or Persian	...	35	
(b) An easy unseen passage (in Persian) for translation into English or Urdu or for paraphrasing in Persian...		5	
(c) Translation from Urdu into Persian.	...	35	
		<hr/>	
		75	150

VIII. A Modern Indian Language

(Urdu, Hindi or Punjabi)

(Two written papers of three hours each)

Urdu :

Paper A.

Poetry :	1.	Explanations of couplets and summaries of poems in Urdu	...	35	
	2.	Life sketches and Critical study of the Authors and Poets prescribed...		15	
	3.	History of Literature...		15	
	4.	Drama	...	10	75

Paper B.

Prose :	1.	Rendering of more difficult passages into simple Urdu and summarising of Urdu passages	...	35	
	2.	Essay on any literary subject or a subject of general interest	...	25	
	3.	Grammar	...	15	

75

150

Hindi :

Paper A.

1.	An anthology of Hindi verse	...	35
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2.	One Act Plays or a Play	15	
3.	A Book of Short Stories	15	
4.	An outline of Modern Hindi Literature	10	75

Paper B.

1.	A Selection of Hindi prose	25	
2.	A Short Novel	20	
3.	Applied Grammar	10	
4.	Composition	20	75
			<hr/>
			150

Panjabi :

Paper A. Part (a)

Poetry and Novel	40	
Part (b)		
Prose and Short Story...	35	75

Paper B. Part (a)

1.	Grammar	10	
2.	Composition (Essay)	25	35
Part (b)			

Panjabi Language and Literature of a high standard :

1.	Set Text	20	
2.	Translation from English into Panjabi...	10	
3.	Precis writing	10	40

75

150

IX Domestic Science.

(For women candidate)

Two written papers of three hours each.

Paper A	...	40	
Paper B	...	40	80

Practical Examination:—

Paper A	...	35	
Paper B	...	35	70
			<hr/>
			150

Note : In the practical examination the total number of marks will include 5 marks in each paper for class work.

X. Education.

(For women candidates)

Two written papers of three hours each.

Paper A	Part I	...	50	
	Part II	...	30	80
Paper B	Part I	...	50	
	Part II	...	20	70
				<hr/>
				150

XI. Civics.

Two written papers of three hours each.

Paper A	Elements of Civics	...	75
Paper B	Indian constitution and administration		75
			<hr/>
			150

XII. Physics.

Two written papers of three hours each.

Paper A. Mathematics (for Medical Group candidates only), Mechanics, Heat and Sound.	...	50
Paper B. Light, Magnetism and Electricity.	...	50
Practical Examination	...	50
		<hr/> 150

XIII. Chemistry.

Two written papers of three hours each.

Paper A. Inorganic and General Chemistry	...	50
Paper B. Organic Chemistry	...	50
Practical (including Volumetric Analysis)	...	50
		<hr/> 150

XIV. Biology.

Two written papers of three hours each.

Paper A. Botany	...	50
Paper B. Zoology	...	50
Practical Examination		
(a) Botany	... 25	} ... 50
(b) Zoology	... 25	
		<hr/> 150

XV. Geology.

Two written papers of three hours each.

Paper A. Dynamical Geology, excluding Vulcanity, Structural Geology, Stratigraphy and Palaeontology	..	50
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Paper B. Minerology, Petrology and	
Vulcanity...	50
Practical examination	... 50
	<hr/>
	150

XVI. Geography

Two written papers of three hours each, and map work and practical examination of three hours.

Paper A. (i) Physical basis of	
geography...	30
(ii) Major natural regions	
and field geography	... 20
	<hr/>
	50

Paper B. Regional Geography ;	
(i) India	... 15
(ii) Kashmir	... 10
(iii) World Products	... 10
(iv) Three Southern Continents...	15
	<hr/>
	50

Paper C (i) Map work (written)	... 25
(ii) Field work	
(a) Field Survey	... 15
(b) Note-book	... 5
(c) Viva-voce	... 5
	<hr/>
	50

TOTAL	150
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XVII. Additional Optional Subject,
One paper of three hours.

Arabic, Persian, and Sanskrit :

1. Set text	...	30	
2. Grammar	...	10	
3. Translation	...	10	50
Urdu : Part (a) Essay	...	20	
Part (b) (i) Explanation of verses	...	20	
(ii) Literary criticism	...	10	50
Hindi : Part (a) Essay	...	15	
Part (b) (i) Poetry	...	20	
(ii) Prose	...	15	50
Panjabi : Part (a) Essay	...	15	
Part (b) (i) Poetry	...	20	
(ii) Prose	...	15	50

Intermediate (Commerce Faculty.)

I. Hindi or Urdu.

(Two papers of three hours each)

Hindi. Paper A	Text and Grammar:		
	Text	...	35
	Grammar	...	15
			50
Paper B	Composition	...	25
	Letter writing	...	25
			50
			100
Urdu; Paper A	Prose and History of Urdu Literature	...	50
Paper B	Poetry and Composi- tion	...	50
			100

II. English.

(Two papers of three hours each)

Paper A. Text	...	35	
Unseen	...	10	
Grammar	...	5	50
Paper B. Essay	...	25	
Correspondence	...	15	
Precis writing	...	10	50
			<hr/>
			100

III. Book-keeping and Accountancy.

(One paper of three hours) 100

IV. Business Methods, Commercial Correspondence and General Commercial Knowledge.

(One paper of three hours) 100

V. Steno-Typing (English), or Banking or Industrial Organisation.

(i) Steno-Typing (English)			
Shorthand dictation			
(three hours)	...	50	
Type-writing (one hour)	...	35	
Type-writing Theory			
(one hour)	...	15	100

or

(ii) Elementary Theory and Practice of Banking (one paper of three hours)	...	100
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or

(iii) Economic and Industrial Organisation (one paper of three hours)	...	100
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VI. Commercial Geography and Economics.

Two papers of three hours each.

Paper A. Commercial Geography	...	50
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Paper B. Elements of Economics	...	50	100
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Regulations.

For purposes of a pass

33% of 150 marks is equal to 49 marks in place of $49\frac{1}{2}$ marks;25% of 50 marks is equal to 12 marks in place of $12\frac{1}{2}$ marks;33% of 50 marks is equal to 16 marks in place of $16\frac{1}{2}$ marks.

Lawrence

central

Sharma

CHAPTER IV

EXAMINATIONS FOR THE DEGREE OF BACHELOR OF ARTS, SCIENCE AND COMMERCE.

1. The examination for the Degree of Bachelor of Arts, Science and Commerce shall be held annually on Monday following the fourth Monday in March at Srinagar and Jammu and at such other places as may be appointed by the Syndicate and shall be notified at least six months earlier. The supplementary examination shall begin on the fifteenth of September.

2. The examination shall be open to:—

(a) a college student who:

(i) has been on the rolls of a college during the two academic years preceding the examination;

or

has been on the rolls of a college during the one academic year preceding the examination, having already completed the prescribed course in this or any other recognised university;

or

has been on the rolls of a college during the one year preceding the examination, having already attended and completed the first year's course in one academic year without break in this or any other recognised

university and has not discontinued his studies for more than two years; provided that the Syndicate may for special reasons admit a candidate who has discontinued his studies for more than two years.

A student from a college may offer for this examination a subject including Honours papers in which that college is not affiliated by attending a prescribed course of lectures in that subject in another college affiliated in the subject. In such a case, the Principal of the college in which the student attended the course of lectures shall certify as regards the candidate's having attended the prescribed percentage of attendances, and the Principal of the college in which the student is enrolled shall report his name to the Registrar.

The Syndicate may for very special reasons admit a student to this examination, even though he has been on the rolls of a college for a period less than that prescribed above, provided he has attended the corresponding course with similar syllabi and courses of study in any other recognised university (for the period short of that prescribed) before his admission to a college.

- (ii) has passed not less than two academic years previously the Intermediate Examination of this University or an equivalent examination of any other recognised university, provided that in the case of a candidate who passes the Intermediate Examination under the Statute relating to the rule of compartment, the period of two academical years shall be counted from the year in which he came under compartment;

- (iii) has his name submitted to the Registrar by the head of the college he has most recently attended; and
- (iv) produces the following certificates, signed by the head of the college he has most recently attended:—
 - (1) of good character;
 - (2) of having attended not less than *two thirds of the full course of lectures delivered to his class in each of the subjects offered.

* (i) First of March or the date up to which classes are held shall be taken as the last date for lectures to the fourth year class for purposes of [counting two-thirds of lectures attended by the candidate.

(ii) In the case of failed students admission to colleges situated in Kashmir shall be allowed after short summer holidays within ten working days of the re-opening of the college after the summer vacation and lectures shall be counted from this date up to 1st of March or up to such other date up to which classes are held. In the case of Jammu colleges the lectures shall be counted from the first of October up to the date up to which classes are held.

(iii) In the case of candidates who join late owing to late publication of results, or who seek admission after the results of the supplementary examination are declared, the lectures shall be counted from after ten days of the declaration of the result, or the date of their joining whichever is earlier.

(iv) In the case of other candidates who put in an extra year in third year class or fourth year class for any reason whatsoever, the two most favourable years out of the three shall be taken into account for purposes of counting their lectures;

Provided that in the case of a candidate who has attended the regular course of study for two years, but is not eligible to appear in the B A. or B. Sc. or B. Com. examination owing to shortage of attendances, percentage of attendance shall be counted only for the year at the end of which the candidate appears at a subsequent examination.

(v) A failed student, or one who has completed his course but has not appeared in the examination, on re-joining the college. can change his elective subjects so long as he can put in the number of attendances required under the Statutes.

The Principal of a college is empowered to condone shortage up to 10 lectures in each subject; and up to 5 in practicals if two-thirds of the periods assigned to practical work in science subjects exceed the minimum number of attendances required under the Statutes, i. e. 65, the irreducible minimum. Students falling short of the required percentage beyond 10 lectures in each subject, and 5 in practicals, as mentioned above, and those whose deficiency is not condoned by the Principal, under the authority vested in him by this Statute, shall not be permitted to appear in the annual examination; but shall be permitted to appear in the supplementary examination, provided they remain on the rolls of the college as regular students, and attend two-thirds of lectures delivered from the date of next classification or the date on which they have joined whichever is earlier up to the commencement of the supplementary examination, provided further that the number of lectures they attend is not less than the number by which they fell short in the subject or subjects, provided also that no condonation whatsoever shall be allowed for deficiency in lectures for admission to the supplementary examination.

Any candidate who participates in Inter-College or Inter-University Sports Tournament or N. C. C. may for the purpose of condoning deficiency in attendances incurred by him on account of such participation be treated as present on all working days during the days of his absence.

(3) of having satisfactorily performed the work of the class;

(4) in the case of a candidate intending to appear at a practical examination

in a science subject, or in map-work in Geography, of having attended not less than two-thirds of the periods assigned to practical work in the subject, the minimum irreducible number of attendances required being sixty-five.

- (b) A candidate who is admitted under Statutes relating to the admission of private candidates and who has passed not less than two years previously, one of the examinations enumerated above in 2(a)(ii), provided that in the case of a candidate who passes the Intermediate Examination under the Statute relating to the rule of compartment, the period of two academical years shall be counted from the year in which he came under compartment.

Provided that the Syndicate, or the determining authority, shall have power to exclude any candidate from the examination, if it is satisfied that such candidate is not a fit person to be admitted thereto.

3. (1) Candidates shall submit their application to the Registrar on the prescribed form accompanied by the prescribed fee and the necessary certificates, signed by persons authorised in this behalf under the Statutes.

(2) The amount of admission fee to be paid by each candidate shall be as follows:—

B. A. and B. Com.

- | | | |
|------------------------|-----|----------|
| (a) College candidates | ... | Rs. 40/- |
| (b) Private candidates | ... | Rs. 46/- |
- plus marks fee of Rs. 2/- in each case.

An additional fee of Rs. 5/- shall be paid by a candidate offering a subject in which a practical examination is held.

B. Sc.

(a) College candidates ... Rs. 52/-

(b) Private candidates ... Rs. 58/-

plus marks fee of Rs. 2/- in each case.

(3) The examination shall be conducted by means of written question papers, the same questions being set in every place where the examinations are held.

(4) An oral and practical examination shall be held in the following subjects.—

- (i) Physics;
- (ii) Chemistry;
- (iii) Geology;
- (iv) Zoology;
- (v) Botany;
- (vi) *Geography;
- (vii) Music;

The minimum period that may be spent on field work and excursions in the case of following science subjects shall be as under:—

- (i) Botany ... Four days in each academic year.
- (ii) Zoology ... Four days in each academic year.
- (iii) Geography ... One week in each academic year.
- (iv) Geology ... Ten days in each academic year.

4. Whenever the application or fee of the candidate is received after the last prescribed date he shall pay an additional fee of Rs 5/- on each

* Practical papers in Geography shall be set on spot.

count for a delay of 15 days, subject to a maximum of one month.

5. English shall be the medium of examination in all subjects, except Oriental Classical Languages and Modern Indian Languages. The medium of examination in Oriental Classical Languages shall be either the cognate Modern Indian Language or English or the Oriental Classical Language itself, at the option of the candidate. The medium of examination in Modern Indian Languages shall be the language concerned.

Examinees in Indian Music may answer the question papers in the subject in English, or Hindi, or Urdu, at their option.

6. Every candidate shall be required to take four subjects as follows :—

Arts Faculty (B. A.)

Compulsory subject: General English.

Elective subjects: Any three of the following :

- (1) English Literature; (2) Sanskrit;
- (3) Persian; (4) Arabic; (5) History;
- (6) Economics; (7) Philosophy; (6) Political Science; (9) Indian Music;
- (10) Mathematics A Course; (11) Mathematics B Course; (12) Geography;
- (13) Geology; (14) Physics; (15) Hindi;
- (16) Urdu; (17) Panjabi; (18) Education;

Provided that Geography and Geology are taken up in the following combinations only :

- (i) Geology, Geography, Economics;
- (ii) Geology, Mathematics A Course, Mathematics B Course;
- (iii) Geography, History, Political Science;

(iv) Geography, Economics, Political Science ;

(vi) Geography, History, Economics

Indian Music and Education shall only be taken by the women candidates.

Science Faculty (B. Sc.)

Compulsory subject : General English.

Elective Subjects :

One of the following combinations :-

- (i) Physics, Chemistry, Mathematics A or B Course;
- (ii) Physics, Geography, Mathematics A or B Course;
- (iii) Physics, Geology, Mathematics A or B Course ;
- (iv) Chemistry, Geology, Mathematics A or B Course ;
- (v) Chemistry, Geography, Mathematics A or B Course ;
- (vi) Geology, Geography, Mathematics A or B Course;
- (vii) Chemistry, Geology, Geography ;
- (viii) Chemistry, Geology, Zoology ;
- (ix) Chemistry, Geology, Botany ;
- (x) Chemistry, Zoology, Botany ;

Note : 1. Physics, Chemistry, Zoology and Botany shall not be allowed to be taken up with any other combination (Arts or or Science), provided that Physics shall be allowed to be taken with Mathematics A Course and Mathematics B Course or Mathematics A Course and English Literature in the Arts Faculty. When the two courses of Mathematics are combined into one course, the combination allowed will be Physics, Mathematics and English Literature. In the case of Botany and Chemistry, these

will be allowed as a combination in the Arts Faculty as under :

General English, Botany, Chemistry, and Economics.

2. Candidates wishing to qualify in English after passing the Honours Examination in an Oriental Classical or Modern Indian Language shall be required to appear in General English and English Literature prescribed for the B. A. Examination.

7. One hundred marks shall be allotted to General English and one hundred and fifty marks to each one of the three elective subjects.

†20% of the total marks shall be reserved for college tests etc., in each subject and shall be distributed as follows :

15% for college tests (separately and proportionately for theory and practicals in the case of sciences)

5% for regularity of attendance.

The necessary record shall be maintained by the Heads of Institutions in accordance with Regulations prescribed by the Syndicate as are given in Appendix VII.

8. In order to secure a pass in the B. A. and B. Sc. Examinations a candidate will be required to obtain 33% marks in General English and 36% marks in each of the remaining three elective subjects. In science subjects the percentage of marks required to be obtained by a candidate shall be 36% marks in theory, 33% marks in practical and 36%

†This will take effect from the examination of 1960.

marks in the aggregate of theory and practical.

Provided that a candidate who passes in three subjects but fails in one subject or part thereof by *three marks or less, shall be deemed to have passed the examination.

9. If a candidate secures forty per cent or more marks in a subject or subjects, but fails in the examination, he shall, if he so desires be given †exemption from appearing in such subject or subjects in a subsequent examination. But in order to be deemed to have passed the examination, he shall secure thirty-three per cent or more marks in General English and thirty-six per cent or more marks in the remaining subject or subjects in the subsequent examination or examinations;

Provided that the examination shall be completed within 25 months from the date of his passing in one or more subjects.

Provided further that no candidate who passes in the supplementary examination shall be entitled to a scholarship, or a prize, or honours.

10. In order to secure a pass in the B. Com. Examination a candidate shall be required to secure 33 per cent marks in each group composed of different papers.

11. The successful candidates shall be placed in three divisions as follows:—

(i) Those who gain 60% of the aggregate

* The concession will be given only to those candidates who appear in all the subjects, whether in annual or supplementary examination.

†Such candidates are not permitted to join the 5th year class

number of marks or more in all the subjects shall be placed in the First Division;

(ii) Those who gain 48% or more but less than 60% shall be placed in the Second Division;

(iii) Those who gain below 48% marks shall be placed in the Third Division.

Deficiency up to 1% marks in the aggregate shall be condoned for the purpose of placing a candidate in the first and second divisions.

12. Any candidate who appears in the examination in all the subjects, whether in the annual or in the supplementary and has obtained forty per cent or more of the aggregate number of marks but has failed in one subject only, obtaining not less than 25 per cent of the marks in that subject, may be admitted to a subsequent examination or examinations in that subject, on payment of the same fee as for the whole examination, on each occasion; and if he passes in that subject, he shall be deemed to have passed the examination for the degree of Bachelor of Arts, Science or Commerce;

Provided that the examination shall be completed within 25 months from the date of his failing in that subject in the first instance;

Provided further that a private candidate who joins a college shall attend at least two-thirds of the lectures delivered in the one subject during the year preceding his re-appearance.

Candidates to whom this concession is granted shall be allowed to join the 5th year or the B.Ed. class, but shall not be eligible to appear in the M.A. M.Sc. or B.Ed. Examination until they have passed the B.A. or B.Sc. Examination.

Provided that no candidate who passes under this Statute shall be eligible for a scholarship, or a prize or honours.

13. A candidate who qualifies in B.A. (English) of this University or qualified (before 1949) in B.A. English of the Punjab University, Pakistan, or the Panjab University, India, may appear in the remaining subjects at any subsequent annual examination on payment of fee as prescribed for the full examination and qualify for the degree of Bachelor of Arts.

Provided that a candidate who qualifies in English after having passed Honours Examination in a Modern Indian Language and wishes to complete the examination for admission to the B. A. Degree, may, if he so desires, be granted exemption in the Modern Indian Language in which he has passed Honours, if he offers, in order to complete the examination, the Modern Indian Language as one of the two subjects. (This will take effect from the examinations of 1959) Such a candidate will be allowed minimum pass marks in the subject.

14. An outline of the tests in each subject is given below. This outline can be changed, from time to time, by the Syndicate, or, in accordance with the Statutes, by the Academic Board.

15. The syllabus and courses of study shall be prescribed by the Syndicate. In cases where text books are prescribed, the candidate will be required not only to show a thorough knowledge of the text books, but also to answer questions of a standard, set with a view to testing their general knowledge of the subject. Courses of study can be changed, from time to time, by the Syndicate of its own accord, or on the recommendation

of the Academic Board, as the case may be, such changes being always duly notified at least two years before the date of the examination in which they will take effect.

16. Nine weeks after the commencement of the examination, or with the special permission of the Vice-Chancellor, as soon thereafter as is possible, the Registrar shall publish a list of the candidates who have passed, arranged in three divisions. Each successful candidate shall receive with his degree, a certificate, stating the division in which he has passed. The fact whether a candidate has passed the examination in parts or as a whole shall be indicated on the certificate.

17. Any candidate who has passed the High Proficiency, or Honours Examination in Arabic, or Sanskrit, or Honours Examination in Persian, shall, if he so desires, be exempted from passing in that language, provided that he goes up within two years of his so passing, and that in awarding marks for that language in which he may have obtained a certificate, 'pass marks' be taken as representing the value of those marks.

18. *Any candidate appearing in the annual examination may be examined for Honours in any one subject (English, History, Mathematics, Economics, Philosophy, Sanskrit, Arabic, Persian, Geography, and Political Science), approved by the Syndicate, on payment of an extra fee of twenty-three rupees, provided he is certified to have attended not less than two-thirds of the full

* Candidates who have attended a full course of lectures in Honours in an affiliated college are allowed to offer Honours papers, whether they appear as students on the rolls of an affiliated college, or as failed students, or as private candidates.

* The annual examination in Honours shall commence from the fourth Monday of April.

course of instruction given in that subject, in an Honours class, for which the programme of work has been approved by the Academic Board. For purposes of this Statute, A Course of Mathematics and B Course of Mathematics shall constitute one subject.

19. Three Honours papers shall be set in addition to the Pass papers in each subject approved for Honours. Seventy marks shall be allotted to each of two of these Honours papers, and sixty marks to the third paper, which may be of a more general character, or, an essay paper, as the Boards of Studies in each subject may decide.

Unless the candidate passes the whole examination in all the subjects and obtains 50 per cent in the pass papers in the *subject in which he seeks Honours, his Honours papers shall not be examined. To obtain Honours, a candidate must obtain 45 per cent in the Honours papers taken together. **The order of merit in a subject will be settled by the combined results of the Pass and Honours papers in that subject.

The marks gained in the Honours papers shall not be added to the total gained in the pass examination. An Honours list shall be published in each subject in order of merit.

* A candidate taking up Honours in Mathematics has to obtain this percentage in either A or B Course of Mathematics.

** In order to determine the merit position of a candidate who has offered Honours in Mathematics and passed B. A. Examination with Mathematics A and B Courses as his elective subjects, the marks secured in Honours papers shall be added to the higher marks secured in either of the two subjects of Mathematics for pass course, provided that the percentage of marks secured in the latter subject is above fifty per cent.

A candidate not taking the whole examination at the time of the annual examination is not eligible for appearing in the Honours papers.

20. A candidate who is a graduate of this University or (before 1949) of the Panjab University, (Pakistan) or the Panjab University, India in any Faculty or a candidate who has graduated from another university but has passed his Master's examination from this University, may be allowed to appear at any subsequent examination in any one or more subjects prescribed for this examination, except the subjects in which he has already passed the examination, on payment of seventeen rupees for arts subjects and twenty-two rupees for science subjects, per subject, provided that in the case of science subjects the candidate has attended at least the minimum number of practicals prescribed for the subject in a college and has passed the Intermediate examination in the subject in which he wishes to appear.

A candidate who obtains pass marks in a subject or subjects as indicated above shall be granted a certificate to that effect.

21. If a private candidate appearing in any capacity other than that of late college student fails at an examination and desires to offer for the next examination subjects other than those previously offered, he may be permitted to do so.

An Outline Of The Test In Each Subject.

B.A., B.Sc. Examination

I. General English :

Two written papers of three hours each.
Paper A.

(a)	One set prose text for intensive study.	Marks	
Details:	(i) Context (2 passages with alternatives)	..	10
	(ii) Two general questions with alternatives	..	20
			<hr/> 30
(b)	One text for non-detailed study.		
Details:	(i) One general question on non-detailed texts.	...	10
	(ii) A question or questions on prose unseen passage	...	10
			<hr/> 20
			50

Paper B.

(a)	An essay on a subject of general interest (a number of alternatives may be given)...	25
(b)	Precis of a given passage...	15
(c)	(i) A question on applied grammar and usage	} 10
	(ii) Word tests, letter writing etc.	
		<hr/> 50
		100

II. English Literature.

Two written papers of three hours each.

Paper A. Prose

(a)	For detailed study	... 35
(b)	For non-detailed study	... 40

Paper B. Poetry and Drama.

(a)	For detailed study	... 60
	(The marks to be divided, as	

far as possible, equally between
Poetry and Drama)

(b) For non-detailed study	...	15	
		<u>75</u>	
			150

III History.

Two written papers of three hours each.

Paper A.

(i) Indian History from 1526
to 1857

or

(ii) Indian History from 1857
to March 1956 with special
stress on the development
of Indian Constitution. ... 75

Paper B.

(i) English History from 1660
to 1919 or

(ii) European History from 1789
to 1919 or

(iii) Islamic History from 750 to
1258 A. D. ... 75

150

IV. Economics.

Two written papers of three hours each.

Paper A. General Principles of
Economics 75

Paper B. Working knowledge of
the main economic pro-
blems of India and the
attempts made at their
solution. 75

An appraisal of the First Five Year Plan and knowledge of the Second Five Year Plan.

150

V. Political Science.

Two written papers of three hours each.

Paper A.

Political Theory ... 75

Paper B.

The constitution of India and the constitutions of any two of the following countries:—

1. Great Britain;
2. U. S. A. and ;
3. U. S. S. R.

75

150

VI. Education (for women candidates only)

Two written papers of three hours each.

Paper A.

Principles and Psychology of Education ... 75

Paper B.

Methods of Education and Problems of Indian Education

75

150

VII. Geography.

Two written papers of three hours each and a mapwork and practical examination. The mapwork and practical examination shall include:—

- (i) A written paper of three

hours on mapwork, and
(ii) Field work.

Paper A. Physical Basis of Geography

(i) Geomorphology ... 25

(ii) Climatology and
Oceanography ... 25

50

Paper B. Regional Geography

(i) Asia excluding India
(Economic Geography) ... 20

(ii) Europe and North
America ... 30

50

Paper C. (i) Mapwork written ... 25

(ii) Practical field work ... 25

50 150

VIII. Mathematics A Course.

Two written papers of three hours each.

Paper A.

Statics ... 35

Dynamics ... 40 75

Paper B.

Differential Calculus ... 35

Integral Calculus ... 40 75

150

IX. Mathematics B Course

Two written papers of three hours each.

Paper A

Algebra (1/3); Trigonometry

(1/3), Theory of Equations
(1/3) ... 75

or

Statistics ... 75

Paper B

Pure Geometry	(1/4);	
Analytical Conics	(1/2),	
Analytical Solid Geometry	(1/4)	...
		75

150

(The weight in each subject in a paper is indicated by the fraction written after the subject)

X Philosophy

Two written papers of three hours each.

Paper A

Ethics or Child Psychology	...	75
----------------------------	-----	----

Paper B

Psychology	...	75
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150

XI A Classical Language
Arabic.

Two written papers of three hours each.

Paper A

1. Poetry : Translation from Arabic into English or Urdu, and explanation of passages in English, or Urdu or Arabic ... 45
2. Grammar and Prosody ... 25
3. An easy unseen passage of prose or poetry for translation into English or Urdu or for paraphrasing in Arabic. ... 5

75

Paper B

1. Prose : Translation from Arabic into English or Urdu, and explanation of passages in English or Urdu or Arabic ... 40

2. Translation from Urdu into Arabic	...	35	75
			<hr/> 150

Sanskrit.

Two written papers of three hours each.

Paper A.

1. Poetry : Translation from Sanskrit into English or Hindi, and explanation of passages in English or Hindi or Sanskrit.	...	45	
2. Grammar	...	25	
3. An easy unseen passage of prose or poetry for translation into English or Hindi or for paraphrasing in Sanskrit.	...	5	75

Paper B.

1. Prose : Translation from Sanskrit into English or Hindi, and explanation of passages in English or Hindi or Sanskrit	...	25	
2. History of Sanskrit Literature	...	20	
3. Translation from English or Hindi into Sanskrit	...	30	75
			<hr/> 150

Persian.

Two written papers of three hours each.

Paper A.

1. Poetry : Translation from Persian into English or Urdu and explanation of passages in English or Urdu or Persian.	...	45	
2. Grammar and Prosody	...	30	75

Paper B.

1. Prose :			
Translation from Persian into English or Urdu and explanation of passages in English or Persian.	...	30	
2. Drama		10	
3. Translation from Urdu into Persian		25	
4. History of Persian Literature	...	10	75
			<hr/>
			150

XII Urdu.

Two written papers of three hours each.

Paper A.

1. Poetry : Explanation of couplets and summaries of poems in Urdu	...	45	
2. Drama	...	10	
3. History of Literature	...	10	
4. Criticism	...	10	75

Paper B.

1. Prose : Rendering of difficult passages into simple Urdu and summarising of prose passages	...	30	
2. Novel	...	10	
3. Short Stories		10	
4. Essay on a literary topic or on some topic of general interest	...	25	75
			<hr/>
			150

Hindi : Two written papers of three hours each.

Paper A.

1. Poetry	...	35	
2. Drama	...	20	
3. History of Hindi Language and Literature	...	20	75

Paper B.

1. Prose (a) Novel	...	20	
(b) Selection of Short Stories	...	25	
2. Composition.	...	20	75
			<hr/>
			150

Panjabi : Two written papers of three hours each.

Paper A.

1. Poetry	...	35	
2. Drama	...	20	
3. History of Literature	...	20	75

Paper B.

1. Prose : (a) Novel	...	20	
(b) Short Story	...	15	
(c) A Book of Essays	...	20	
2. Composition (Essays)	...	20	75
			<hr/>
			150

XIII. Indian Music.

Two written papers of three hours each. and a practical of 45 minutes.

Paper A. Physics and Aesthetics	...	30	
Paper B. History	...	30	
Practical : Either Vocal or instrumental Music.	...	90	
			<hr/>
			150

XIV. Physics.

1. Practical Examination	...	50	
2. Two written papers of three hours each.			

Paper A.

Properties of Matter, Light and Heat.	...	50	
---------------------------------------	-----	----	--

Paper B.

Sound, Electricity, Magnetism... 50

150

XV. Chemistry.

1. Practical Examination ... 50

2. Two written papers of three hours each.

Paper A. Inorganic ... 32

Physical ... 18 50

Paper B. Organic ... 34

Physical ... 16 50

150

XVI. Geology.

1. Practical Examination ... 50

2. Two written papers of three hours each.

Paper A.

Dynamical and Structural Geology, Stratigraphy and Palaeontology ... 50

Paper B.

Mineralogy, Petrology and Economic Geology .. 50

150

XVII. Botany.

1. Practical Examination of 4 hours ... 50

2. Two written papers of three hours each.

Paper A.

Thallophyta, Bryophyta and Pteridophyta ... 50

Paper B.

Gymnosperms, Angiosperms Histology, Organography, Physiology, Ecology, General Biology, Cytology. 50

150

XVIII. Zoology.

1. Practical Examination ... 50
2. Two written papers of three hours each.

Paper A.

Animal cell (its structure and division); structure, habits and classification of specified groups of animals. ... 50

Paper B.

Structure, habits and classification of specified groups of animals; evolution; development of animal tissues. ... 50

150

HONOURS PAPERS

English :

Three written papers of three hours each.

Paper I.

Special study of selected prose writers and novelists. ... 70

Paper II.

Special study of selected poets and one modern dramatist ... 70

Paper III.

will be divided into two parts :

Part A—

Broad features of the History of English Literature requiring acquaintance with principal writers only. ... 40

Part B—

Principles of Literary Criticism 20 60

200

History :

Three written papers of three hours each.

Paper I.

History of India from Buddha to Harsha.

or

A period of Islamic History, supplementary to that prescribed for the Pass Examination.

or

Kashmir History—Independent Sultans of Kashmir.

70

Paper II.

The growth of nationalism in India

or

British Constitutional History

or

History of Europe from 1453 to 1789

70

Paper III.

Indian Constitutional Development from 1772 till 1919.

60

200

Economics :

Three written papers of three hours each.

Paper I.

Principles and problems of Agricultural Economics with special reference to India.

70

Paper II.

1. Monetary Theory... 30

2. Indian Monetary Problem... 40

70

Paper III.

Elements of Statistics

or

Political Science and Indian
Administration. orA brief History of Economic
Thought.

or

The Economic History of India
since the beginning of the British
period....

60

200

Political Science :

Three written papers of three hours each.

Paper I.

Nature and function of the
State 70

Paper II.

Indian Constitutional Develop-
ment since 1885. An intensive
study of the Political institutions
in India from 1885 to 1947 ... 70

Paper III

Study of a selected political phi-
losopher :

Plato — Either — Republic

or

Kautiliya — Arthashastra

or

Study of Gandhism ... 60

200

Mathematics.

Three written papers of three hours each.

Paper I	
Hydrostatics (1/4) ; Statics (1/3)	
Dynamics (5/12)	... 70
Paper II	
Vector Analysis (1/4), Analytical	
Conics (3/4)	... 70
Paper III	
Calculus (2/3), Differential Equations (1/3)	... 60
	<hr/> 200

Note : The weight of each subject in a paper is indicated by the fraction written after the subject.

Philosophy :

Either (i) General Philosophy or
(ii) Psychology.

(i) General Philosophy

Three written papers of three hours each.

Paper I

History of modern European
Philosophy from Descartes to
Hegel ... 70

Paper II

Elements of Philosophy ... 70

Paper III

Special Philosophy
or

Philosophy of Upanishadas-
Ish, Kena and Kuth
or

Islamic Philosophy ... 60

200

(ii) Psychology.

Three written papers of three hours each.

Paper I			
History of modern Psychology from 17th century to the present day	...	70	
Paper II			
Experimental Psychology	...	70	
Paper III			
Practical Examination	40	...	
Laboratory Record of Experiments	20	...	60
			<hr/>
			200

Arabic.

Three written papers of three hours each.

Paper I			
Further study of Literature. (Prose and Poetry)	...	70	

Paper II			
History of Arabic Literature	...	70	

Paper III			
Translation of unseen Arabic passages into English	...	60	
			<hr/>
			200

Persian

Three written papers of three hours each.

Paper I			
Further study of Literature (Pro- se and Poetry)	...	70	

Paper II			
Literary History	...	70	

Paper III			
Translation of unseen Persian passages into English or Urdu or their paraphrase in Persian. Set and free composition in Per-			

sian (i. e. translation from English or Urdu into Persian and Essay in Persian) ... 60

200

Sanskrit

Three written papers of three hours each.

Paper I

(a) Cultural History of India 25
(b) History of Classical Sanskrit Literature 45 70

Paper II

Study of an author, period, or subject with special reference to specified texts ... 70

Paper III

(a) Essay in Sanskrit 10
(b) Translation into Sanskrit 25
(c) Translation of unseen Sanskrit passages into Hindi or English 10
(d) Applied Grammar 15 60

Geography :

200

There will be two written papers of three hours each and a map-work and practical examination. The map-work and practical examination shall include :

A written paper of three hours on
(a) Map-work, and
(b) Laboratory work

Paper I

Human Geography ... 70

Paper II

Any one of the following options :
(i) Political Geography of the Modern World; or

- (ii) Regional Geography of the Monsoon lands or ...
 (iii) Political Geography of U. S. S. R, China and India under the heads mentioned in the detailed syllabus 70

Paper III

Map-work and practical map-work	30	
Laboratory work	15	
Note-book and viva-voce	15	60
		<hr/>
		200

GEOLOGY.

Two written papers of three hours each and practical.

Paper A.

General Geology, Dynamical and Structural Geology, Palaeontology and Stratigraphy.	...	60
--	-----	----

Paper B.

Crystallography, (their Optical Properties) Mineralogy, Petrology and Economic Geology	...	60
Practical Examination	...	60
An account of field work	...	20
		<hr/>
		200

B. Com. Examination.

Group I.

- (i) English—100 marks having two papers of 50 marks each
 (ii) Hindi or Urdu—50 marks

Group II.

- | | | |
|---|---|----------------|
| (i) Business organisation and administration, | } | 100 marks each |
| (ii) Mercantile Law ; and | | |
| (iii) Accountancy | | |

Group III.

- | | | |
|--------------------------------|---|----------------|
| (i) Principles of Economics ; | } | 100 marks each |
| (ii) Currency and Banking, and | | |
| (iii) Statistics | | |

Group IV.

- | | | |
|---|---|----------------|
| (i) Industrial Organisation and Management, and | } | 100 marks each |
| (ii) Trade and Transport | | |

Group V.

- | | | |
|----------------------------|---|----------------|
| (i) Advanced Accounts, and | } | 100 marks each |
| (ii) Auditing | | |

Group VI.

Any two of the following :

- | | | |
|---|---|----------------|
| (1) Public Finance, | } | 100 marks each |
| (2) Modern Economic Development of India, | | |
| (3) Cost Accounts, | | |
| (4) Insurance, | | |
| (5) Rural Economics and Co-operation; | | |
| (6) Secretarial Practice. | | |

Regulations

For a pass 33% of 50 marks is equal to 16 marks in place of $16\frac{1}{2}$ marks.

CHAPTER V

EXAMINATION FOR THE DEGREE OF BACHELOR OF EDUCATION

1. The examination for the Degree of Bachelor of Education shall be held annually on the third Monday of May at Srinagar and Jammu and such other places as may be appointed by the Syndicate and shall be notified at least six months earlier.

2. The examination shall be open to:-

(1) any college student who-

(i) has been on the rolls of a training college for teachers affiliated to the University, for one academic year;

(ii) *has passed not less than one academic year previously the B.A. or B.Sc. examination of this University or an equivalent examination of any other recognised university or has been admitted to the degree of Bachelor of Arts on his having passed the Honours Examination in an Oriental Classical Language and the examination in English (only) of the B.A. standard.

Provided that in the case of a candidate who has passed the B.A. or B.Sc. examination under

*A candidate deemed to have passed the B.A. or B.Sc. examination of the Panjab University (India) under Social Service Regulations can be granted admission to the B. Ed. class. (cf. Syndicate Resolution 5 dated 12th November, 1951)

the rule of compartment, the period of one academic year shall begin from the year in which he came under compartment.

(iii) has his name submitted to the Registrar by the head of the college he has most recently attended; and

(iv) produces the following certificates signed by the head of the college he has most recently attended:-

(a) of good character;

(b) of having completed 75 attendances at lectures and tutorials separately; provided that any candidate who participates in Inter-College or Inter-University Sports Tournament or N.C.C. may for the purpose of condoning deficiency in attendances incurred by him on account of such participation be treated as present on all working days during the days of his absence.

(c) of having given 60 lessons in an approved practising school;

(d) of having satisfactorily performed the work of the class.

(2) any private candidate who is admitted under Statutes relating to the admission of private candidates, and who has passed not less than one academic year previously the B. A. or B. Sc. examination of this University or an equivalent examination of any other recognised university; provided that in the case of a candidate who has passed the B.A. or B.Sc. examination under the rule of compartment, the period of one academic year shall begin from the

year in which he came under compartment;

Provided that the Syndicate, or the determining authority, shall have power to exclude any candidate from the examination if it is satisfied that such a candidate is not a fit person to be admitted thereto.

3. Candidates shall submit their applications to the Registrar on the prescribed form accompanied by the prescribed fee and the necessary certificates, signed by persons authorised in this behalf under the Statutes.

4. The amount of admission fee to be paid by each candidate shall be Rs. 40 plus marks fee of Rs 2.

5. Whenever the application or fee of the candidate is received after the last prescribed date, he shall pay an additional fee of Rs. 5 on each count for a delay of 15 days, subject to a maximum of one month.

6. The examination shall be held in two parts:—

Part I. Theory.

Part II. Practice of Teaching.

PART I

The examination in theory shall consist of four compulsory papers and one additional optional paper, of three hours and 100 marks each.

Paper I.

Principles of Education and School Organisation:

(i) Principles of Education ... 45 marks

- (ii) School Organisation ... 30 marks
- (iii) Sessional Award ... 25 marks

Paper II.

Educational Psychology and Health Education :—

- (i) Educational Psychology ... 60 marks
- (ii) Health Education ... 15 marks
- (iii) Sessional Award ... 25 marks

Paper III.

Methods of Teaching School Subjects. Any two of the following shall have to be taken, each carrying 50 marks out of which $12\frac{1}{2}$ marks shall be allotted to sessional work. A pass separately in each subject shall be necessary:—

- (1) English;
- (2) Urdu;
- (3) Hindi;
- (4) Mathematics;
- (5) Science;
- (6) History;
- (7) Geography;
- (8) Social Studies.

Note:— No student who has not offered History or Geography at the Intermediate or the Degree stage can take both History and Geography as two subjects for this paper.

Paper IV.

- (i) Current problems in Indian Education —45 marks.

(ii) One of the following options of 30 marks.

- (a) School Library Organisation
- (b) Education & Vocational Guidance

- (c) School Administration.
- (d) The Education of Backward Children.
- (e) Education for Rural Areas.
- (f) Audio-Visual methods of Education.
- (g) Educational measurement and Evaluation.
- (h) Physical Education.
- (i) Organisation of Co-curricular activities.
- (j) Social Education.
- (k) Basic Education.

(iii) Sessional Award —25 marks

****Additional Optional Paper:-** Any one of the following subjects, a pass in which will be shown separately on the candidate's certificate:-

(1) Art and Educational Handwork.

Allocation of marks :

Theory	...	55
Practical Art and Craft	...	20
Record of work in Art and Craft	...	25

(2) Nature Study and Everyday Science.

Written paper	...	75
Sessional Award	...	25

(3) Indian Music.

Theory	...	30 marks
Practical	...	45 marks
Sessional Award	...	25 marks

(4) Teaching of Domestic Science. ...

Theory	...	55 marks
Practical	...	20 marks
Sessional award	...	25 marks

****Practical tests in all subjects under this paper shall be held immediately after the written examination is over, so that there may be no interference with the period reserved for Practice of Teaching.**

7. English shall be the medium of examination except in the case of Modern Indian Languages, where the medium of examination will be the particular Indian Language.

8. In each paper in theory part 25 per cent of the marks shall be reserved for *sessional work and only 75 per cent of the marks for the written examination. A clear record of sessional work of each student shall be maintained in the colleges for easy assessment.

PART II

9. Practice of Teaching shall be allotted 400 marks and the practical work shall include the following:-

- (a) Practice teaching;
- (b) Observation of lessons;
- (c) Criticism lessons;
- (d) Study of different types and grades of schools;
- (e) Organisation of and participation in co-curricular activities;
- (f) Follow-up of assignments given to school children and correction of their home-work;
- (g) Preparation of a case study;
- (h) Preparation and use of audio-visual aids;
- (i) Construction of scholastic and achievement tests and administration of tests;
- (j) Black-board work.

- (i) The course in practice teaching shall consist of a minimum of 30 supervised lessons;

*This applies to regular and late college students. In the case of other private candidates marks in the written examination shall be awarded out of 100 in each paper.

- (ii) Every training college shall provide a period of about 3 weeks' continuous block practice teaching during which period the trainee shall be attached whole-time to some one selected school.
- (iii) Of the 30 prescribed lessons, about half the number shall be delivered during the block practice period.

*For Practice of Teaching 50 per cent of the total marks shall be reserved for sessional work, a clear record of which will be maintained in the college so that it becomes easy to make an assessment.

10. The minimum number of marks required to pass the examination shall be 33 per cent in each theory paper and 45 per cent in the Practice of Teaching; provided that these percentages shall be required separately (in the case of regular candidates only) for the sessional award and the written part of each theory paper and in the sessional award and the final test in the Practice of Teaching; provided further that in the aggregate of theory papers 40 shall be the minimum pass percentage.

11. The successful candidates shall be placed in three divisions as follows :—

- (i) those who gain 65% of the aggregate number of marks or more in all the papers, including the additional optional paper, shall be placed in the first division;
- (ii) those who gain 55% or more but less than 65% shall be placed in the second division ;
- (iii) those who gain below 55% marks shall be placed in the third division ;

*This applies to regular and late college students. In the csas of other private candidates marks shall be awarded out of 400

The same percentage shall apply to Practice of Teaching.

Deficiency up to 1% marks in the aggregate shall be condoned for the purpose of placing a candidate in the first and second divisions.

12. A candidate who passes in the aggregate at the annual examination but fails in only one paper in the theoretical examination may be permitted to appear in the subject in which he failed at the next University examination, and if he fails to pass or present himself for the examination, then at the next University examination, on payment of a fee of forty rupees, plus marks fee of Rs. 2, and if he passes in that subject in either of these examinations, he shall be deemed to have passed the examination for the degree of Bachelor of Education.

The above Statute shall also apply to the Practical Test.

A candidate who passes in theory but fails in the Practical Test shall not be required to do the theoretical part of the examination again, and a candidate who passes in the Practical Test but fails in the examination for theory shall not be required to take the practical examination again.

13. The syllabus and courses of study shall be prescribed by the Syndicate. In cases where text-books are prescribed, the candidate will be required not only to show thorough knowledge of text books but also to answer questions of similar standard set with a view to testing his general knowledge of the subject. Changes in courses of study shall always be duly notified at least one year before the date of the examination in which they will take effect.

14. Nine weeks after the commencement of the examination, or with special permission of the Vice-Chancellor, as soon thereafter as is possible, the Registrar shall publish a list of the successful candidates who have passed, arranged in three divisions. Each successful candidate shall receive, with his degree, a certificate stating the division in which he has passed.

15. A candidate who has already passed the examination for the degree of Bachelor of Education may appear in any of the subjects mentioned in Paper III, not already taken by him for this examination, provided he has already passed the Intermediate or a higher examination in that subject. In addition to the written paper, he shall be required to undergo a practical test in that subject after one month's school practice under approved supervision. The examination fee payable by such a candidate shall be one half of the total fee prescribed for the Bachelor of Education examination.

Chapter VI

MASTER OF ARTS AND SCIENCE EXAMINATION

1. The Master's examination in Arts and Science shall be held annually on the fourth Monday of April at Srinagar and Jammu and at such other places as may be appointed by the Syndicate and shall be notified at least six months earlier.

2. The examination shall be open to:

(1) a college student who :--

(i) has been on the rolls of a college or the University during the two academic years preceding the examination ;

or

has been on the rolls of a college or the University during the one academic year preceding the examination, having already completed the prescribed course in this or any other recognised university ;

or

has been on the rolls of a college or the University during the one academic year preceding the examination, having already attended and completed the first year's course in one academic year without break in this or any other recognised university and *has not discontinued his studies for more than two years.

* The Syndicate may, for special reasons, admit a candidate who has discontinued his studies for more than 2 years.

- (ii) has passed not less than two academic years previously the B. A. or B. Sc. examination of this University or an equivalent examination of any other university ; provided that in the case of a candidate who has passed the B. A. or B. Sc. examination under Statute 12, relating to the rule of compartment, the period of two academic years shall be counted from the year in which he came under compartment. The candidate must have passed the B. A. or B. Sc. examination in the subject offered for the M. A. or M. Sc. examination or in an *allied subject ; or B. Com. in the case of a candidate seeking admission to M.A. Economics; provided that if a candidate has been admitted to the degree of Bachelor of Arts after his passing the Honours examination in an Oriental Classical Language and in English (only) of the B. A. standard, he shall be permitted to appear in M. A. examination in English or the Classical Language in which he passed the Honours examination ;
- (iii) has his name submitted to the Registrar by the Principal of the college or the Head of the Department he has most recently attended ; and
- (iv) produces the following certificates signed by the Principal of the college or the Head of the Department he has most recently attended :-

* The Academic Board shall have power, in very special cases, to exempt a candidate from fulfilling this condition. It shall also decide which subject is an allied subject.

- (a) of good character ;
- (b) of having attended not less than two-thirds of the full course of lectures delivered to his class ;
- (c) of having satisfactorily performed the work of the class ;
- (d) in the case of a candidate intending to appear at a practical examination in a science subject or in map work in Geography, of having attended not less than two-thirds of the periods assigned to practical work in that subject, the minimum number of attendances required being 75.

- (2) a private candidate who is admitted under the Statutes relating to the admission of private candidates and who has passed not less than two years previously, the B. A. or B.Sc. examination of this University or B. Com. for admission to M.A. Economics examination or an equivalent examination of any other recognised university ; provided that in the case of a candidate who has passed the B.A. or B.Sc. examination under Statute 12, relating to the rule of compartment the period of two academical years shall be counted from the year in which he came under compartment.

The candidate must have passed the B. A. or B. Sc. examination in the subject offered for the M. A. or M. Sc. examination or in an allied subject; or B. Com. in the case of a candidate seeking admission to M. A. Economics ; provided that if a candidate has been admitted to the degree of Bachelor of Arts after his passing the Honours examination in an Oriental Classical Language and in English (only) of the B. A. standard, he shall be permitted to appear in M. A. examina-

tion in English or the Classical Language in which he passed the Honours examination.

Provided that the Syndicate, or the determining authority, shall have power to exclude any candidate from the examination, if it is satisfied that such a candidate is not a fit person to be admitted thereto.

The Principal of the college concerned or the Head of the University Department concerned may, for special reasons, condone shortage of attendance not exceeding ten lectures in two academic years or in case of previous and final examinations five lectures in one academic year.

Any candidate who participates in Inter-College or Inter-University Sports Tournament or N. C. C. may for the purpose of condoning deficiency in attendance incurred by him on account of such participation be treated as present on all working days during the days of his absence.

3. Candidates shall submit their applications to the Registrar on the prescribed form accompanied by the prescribed fee and the necessary certificates signed by *persons authorised in this behalf under the Statutes.

The amount of admission fee to be paid by each candidate shall be as follows:

M.A.

(i) College candidate	... Rs. 69/-
-----------------------	--------------

*The Heads of Departments of the University also shall attest the admission forms of regular candidates and permission cum-admission forms of private candidates for the M. A and M. Sc examinations in the subjects concerned.

(Of. Syndicate resolution No. 12 dated 1st November, 1956).

(ii) Private candidate ... Rs. 75/-
M.Sc.

(i) College candidate ... Rs. 86/-

(ii) Private candidate ... Rs. 92/- ✓

plus marks fee of Rs. 2/- in each case.

4. Whenever the application or fee of the candidate is received after the last prescribed date, he shall pay an additional fee of Rs. 5/- on each count for a delay of 15 days, subject to a maximum of one month.

5. A candidate who has passed the M.A. or M. Sc. examination of this or any other recognised university may be admitted to the M. A. or M. Sc. examination in any subject other than that in which he has already passed, on payment of full fee subject to the requirements of these Statutes.

†6. A candidate may be examined in any of the following subjects:-

- | | |
|--------------------------|-------------------|
| (i) English, | (ii) Sanskrit, |
| (iii) Arabic, | (iv) Persian, |
| (v) Philosophy | (vi) History, |
| (vii) Political Science, | (viii) Economics, |
| (ix) Urdu, | (x) Hindi, |
| (xi) Mathematics, | (xii) Physics |
| (xiii) Chemistry, | (xiv) Geology, |
| (xv) Geography, | (xvi) Botany, |
| (xvii) Zoology. | |

7. Seven papers of three hours each shall be set in each subject of English and Economics, each paper carrying 100 marks. In Geology the examination shall consist of five written papers and a practical test. Each written paper will be of 100 marks and the practical test of 200 marks.

†The Syndicate has ordered that examinations shall not be organised in subjects which are not taught in the University.

In Geology, the minimum period that may be spent on field work and excursions during an academic year shall be one month.

8. The minimum number of marks required to pass the M.A. and M. Sc. examination shall be 40% in the aggregate and in each paper; provided that a candidate who has secured at least 45% marks in the aggregate but has failed in one paper only securing not less than 33% in that paper, shall be declared to have passed the examination.

*20% of the total marks of each paper shall be reserved for internal tests etc., in each paper and shall be distributed as follows:—

15% for internal tests (separately and proportionately for theory and practicals in the case of Sciences).

5% for regularity of attendances.

The necessary record shall be maintained by the Principal of the college or the Head of the Department in accordance with Regulations prescribed by the Syndicate as given in appendix VII.

9. The successful candidates shall be placed in three divisions as follows:-

(i) those who gain 60% of the aggregate number of marks or more in all the papers shall be placed in the first division;

(ii) those who gain 50% or more but less than 60% shall be placed in the second division;

(iii) those who gain below 50% marks shall be placed in the third division.

*(This will have effect from the examination of 1960).

Deficiency upto 1% mark in the aggregate shall be condoned for purpose of placing a candidate in the first and second divisions,

10. Nine weeks after the commencement of the examination, or with the special permission of the Vice-Chancellor, as soon thereafter as is possible, the Registrar shall publish a list of the candidates who have passed, arranged in three divisions. Each successful candidate shall receive with his degree, a certificate, stating the division in which he has passed.

11. A candidate who has passed the examination in a particular subject with one set of options from this University may be allowed to appear at any subsequent annual examination in any one or more options prescribed for that subject but not offered by him before on payment of an additional fee prescribed as under:-

Rs. 25/- per paper in an Arts subject, and
Rs. 31/- per paper in a Science subject.

12. When a candidate has failed in the examination but has obtained pass marks in thesis, his thesis may be carried forward at his option to two subsequent years without fresh assessment of the thesis. He will, however, have to take the viva-voce examination. After two years the candidate shall revise the thesis and re-submit it for fresh assessment.

13. The syllabus and courses of study shall be prescribed by the Syndicate. In cases where text-books are prescribed, the candidate will be required not only to show thorough knowledge of the text-books but also to answer questions of a similar standard set with a view to testing his general knowledge of the subject. Changes in courses of study shall always be duly notified at least two years before the date of the examination in which they will take effect.

Chapter VII

*QUALIFYING IN ENGLISH ONLY EXAMINATION

1. A candidate who has passed the Proficiency examination in an Oriental Classical Language or a Modern Indian Language may qualify in English only, of the Matriculation standard, by taking the English papers only of the Matriculation examination, and, if successful, shall receive a certificate to that effect.

2. A candidate who has passed the High Proficiency examination in an Oriental Classical Language or a Modern Indian Language of this University or an equivalent examination of any other recognised university, may qualify in English papers only of the Matriculation and Intermediate examinations successively in different years and, if successful, shall receive a certificate to that effect; provided that if a candidate has either passed the Matriculation examination or has qualified in English only of the Matriculation standard by taking the English papers only of the Matriculation examination, he shall not be required to qualify again in English only of this examination.

Such a candidate may appear in English only in the annual or in the supplementary examina-

*The concession of appearing in English only after passing the relevant examinations in O. C. and M. I. L. shall be extended to candidates who have passed similar examinations from other universities whose examinations have been recognised by this University on basis of reciprocity. (Syndicate Resolution 8 of 12-3-1951.)

tion in the same year, but he shall not be allowed to appear in both the Matriculation and Intermediate examination in English in the same year.

3. A candidate who has passed the Honours examination in an Oriental Classical or Modern Indian Language of this University or an equivalent examination of any other recognised university may qualify in English only up to the B.A. standard by taking the English papers only of the Matriculation, Intermediate and B. A. † examinations successively in different years and, if successful, shall receive a certificate to that effect;

Provided that if a candidate has already passed the Matriculation or Intermediate examination or has qualified in English only of the Matriculation or Intermediate examination by taking the English papers only of these examinations, he shall not be required to qualify again in English only of these examinations.

Such a candidate may appear in English only in the annual or in the supplementary examination of the same year, but he shall not be allowed to appear in both the Matriculation and Intermediate examinations in English or in Intermediate and B. A. examinations in English in the same year.

3. A candidate who has passed the Honours examination in an Oriental Classical Language and has qualified in English only of the B. A. standard of this University by taking the English papers only of the B. A. examination, shall be eligible for admission to the degree of Bachelor of Arts.

†Qualifying in B. A. English means passing in General English and English Literature [Senate Resolution 22 of 22-2-1956] •

5. The amount of fee to be paid by each candidate shall be as follows :—

- | | |
|---|---|
| (1) Matriculation | Half the fee prescribed for full Matriculation in case of private candidates i. e, Rs. 14/8/- ; |
| English | |
| (2) Intermediate | Half the fee prescribed for full Intermediate in case of private candidates i. e. Rs. 17/8/- ; |
| English | |
| (3) Degree English | Rs. 29/- ; |
| plus marks fee of Rs. 2/- in each case. | |

6. A candidate appearing in English only shall, for all other purposes, be governed by the Statutes dealing with the examination concerned.

***Qualifying in English only as a Regular College Student**

*A candidate wishing to qualify in English only of the Intermediate or the B. A. standard after passing the relevant examination in Oriental Classical or Modern Indian Language shall be permitted to attend lectures in both the classes of 1st year and 2nd year in the case of Intermediate or 3rd year and 4th year in the case of Degree and the adequate course in this case shall be attendance at two-thirds of the total number of lectures delivered in the subject during one session in the class or classes attended by the candidate.

Any candidate who participates in Inter-College or Inter-University Sports Tournament or N. C. C. may for the purpose of condoning deficiency in attendances incurred by him on account of such participation be treated as present on all working days during the days of his absence.

*Syndicate Resolution No. 19 dated 18th October, 1950.

CHAPTER VIII

EXAMINATIONS IN ORIENTAL CLASSICAL LANGUAGES.

1. Three examinations, for Proficiency, High Proficiency and Honours, respectively shall be held in each of following subjects, namely :—

The Arabic Language and Literature;
The Sanskrit Language and Literature;
The Persian Language and Literature.

They shall be held annually on the fourth Monday of April at Srinagar and Jammu and at such other places as may be appointed by the Syndicate and shall be notified at least six months earlier.

2. These examinations shall be open to:—

(1) any student who:—

- (i) has been enrolled in an affiliated institution during at least one year previous to the examination. The Syndicate shall have power to condone any deficiency in this period for very special reasons;
- (ii) has his name submitted to the Registrar by the head of the institution he has most recently attended; and
- (iii) submits the following certificates signed by the head of the institution he has most recently attended :—

(a) of good character; and

(b) of having attended not less than two-thirds of the lectures delivered in the

subject in which he wishes to be examined, during the period he has been enrolled in the institution from which he appears.

The Principal of an Oriental College is empowered to condone shortage up to 10 lectures in each compulsory paper and up to 5 in the optional paper. Students falling short of the required percentage beyond 10 lectures in compulsory papers and 5 in the optional paper and those whose deficiency is not condoned by the Principal under the authority vested in him by this Statute, shall not be permitted to appear in the annual examination but shall be permitted to appear in the supplementary examination, where such examination is conducted, provided they make up the deficiency and also attend two-thirds of the lectures delivered up to the commencement of the supplementary examination by remaining on the rolls of the college, provided that no condonation whatsoever shall be allowed for deficiency in lectures for admission to the supplementary examination.

Any candidate who participates in Inter-College or Inter-University Sports Tournament or N.C.C. may for the purpose of condoning deficiency in attendance incurred by him on account of such participation be treated as present on all working days during the days of his absence.

(2) a private candidate who is admitted under Statutes relating to the admission of private candidates.

†Provided that admission to Honours examination shall be open to such candidates only as have passed any examination of this or any other recognised university or board.

Provided also that the Shastri examination shall be open to such candidates as have passed :—

† This will take effect from the examinations of 1960.

- (i) the Visharad examination of this University or of the universities of the Panjab; or
- (ii) the M. A. examination in Sanskrit of this University, or of the universities of the Panjab; or
- (iii) Madhyama examination of Banaras, or Jaipur, or the Sanskrit Titles examination of the Calcutta University, or any other equivalent examination approved by the Academic Board.

Provided that the Syndicate, or the determining authority, shall have power to exclude any candidate from the examination, if it is satisfied that such candidate is not a fit person to be admitted thereto.

3. Candidates shall submit their applications to the Registrar on the prescribed form accompanied by the prescribed fee and the necessary certificates, signed by persons authorised in this behalf under the Statutes.

4. Whenever the application or fee of the candidate is received after the last prescribed date, he shall pay an additional fee of Rs. 5/- on each count for a delay of 15 days, subject to a maximum of one month.

5. The amount of admission fee to be paid by each candidate shall be as follows:-

	Regular Candidates	Private Candidates.
Proficiency examination,	Rs. 12/-	Rs. 17/-
High Proficiency examination,	Rs. 17/-	Rs. 23/-
Honours examination.	Rs. 22/-	Rs. 27/-
plus a marks fee of Rs. 2/- in each case.		

6. The examination shall be conducted by written question papers, the same questions being set in every place where the examination is held.

7. The medium of examination shall be Urdu for examinations in Arabic and Persian and Hindi or Sanskrit for examinations in Sanskrit.

8. In each examination there shall be six papers of three hours each, each paper carrying 100 marks.

Provided that candidates appearing in Proficiency, High Proficiency and Honours examination in various Oriental Classical Languages may take up the corresponding optionals as shown below:-

Arabic	... Urdu.
Persian	... Urdu,
Sanskrit	... Hindi.

Provided further that the optional papers in all these examinations shall be of 100 marks.

9. (1) The minimum number of marks required to pass shall be as follows:-

(i) Proficiency	... 25% in each paper and 33% in the aggregate.
(ii) High Proficiency	... 30% in each paper and 40% in the aggregate.
(iii) Honours	... 33% in each of the first five papers, 45% in paper VI (Essay) and 45% in the aggregate.

Provided that if a candidate fails in one paper or in the aggregate by three marks or less he shall be deemed to have passed the examination.

Provided, however, that if a candidate in the Honours examination has secured at least second class marks in the aggregate excluding the marks obtained in the additional optional paper, but has failed in one paper only, he shall be declared to have passed the examination.

(2) The minimum number of marks required to qualify in the additional optional paper shall be as follows:-

Proficiency	... 40%
High proficiency	... 45%
Honours	... 50%

The name of the optional Modern Indian Language in which a candidate has qualified himself shall be mentioned on his certificate.

10. In the Proficiency/High Proficiency/Honours examination a candidate who obtains respectively 33/45/50 per cent of the aggregate number of marks of all the papers other than the additional optional papers, but fails in one paper only obtaining respectively not less than 20/25/25 per cent marks in that paper, may, if he so desires, be admitted to two subsequent examinations in that paper only on submission of admission form along with the fee as prescribed for full examination, on each occasion and if he passes in that paper, he shall be deemed to have passed the examination concerned.

11. The successful candidates shall be classed into three divisions as follows:-

(1) Those who gain 65% or more of the aggregate number of marks (including the marks of the additional optional paper) shall be placed in the First Division;

(2) those who gain 50% or more in the Proficiency and High Proficiency examinations

and 55% or more in the Honours examination, but less than 65% in the Second Division; and

(3) all below in the Third Division.

Deficiency up to 1% mark in the aggregate shall be condoned for the purpose of placing a candidate in the first and second divisions.

12. Nine weeks after the commencement of the examination, or, with the special permission of the Vice-Chancellor, as soon thereafter as is possible, the Registrar shall publish a list of the candidates, who have passed, arranged in three divisions. Each successful candidate shall be granted a certificate stating the examination passed by him.

13. Any person who has passed any of the following examinations in Oriental Classical Languages shall be exempted from passing in that language in the corresponding examination entered opposite thereto; provided that the candidate appears within two years, and that in awarding marks for that language in which he may have obtained a certificate, "pass marks" shall be taken as representing the value of those marks:—

Proficiency in Arabic,
Sanskrit or Persian.

Matriculation
examination.

Proficiency in Arabic or
Sanskrit or High Pro-
ficiency in Persian.

Intermediate
examination.

High proficiency in Arabic
or Sanskrit or Honours
in Persian.

Bachelor of Arts.

14. Certificates conferring the Oriental Literary Titles of Prajna, Maulvi and Munshi shall be granted to persons who pass the Profi-

ciency examination in Sanskrit, Arabic and Persian respectively.

Certificates conferring the Oriental Literary Titles of Visharad, Maulvi Alim and Munshi Alim shall be granted to persons who pass the High Proficiency examination in Sanskrit, Arabic and Persian respectively.

Diplomas conferring the Oriental Literary Titles of Shastri, Maulvi Fazil and Munshi Fazil shall be granted to persons who pass Honours examination in Sanskrit, Arabic and Persian respectively.

15. The syllabus and courses of study shall be prescribed by the Syndicate. In cases where text-books are prescribed, the candidates will be required not only to show thorough knowledge of the text-books, but also to answer questions of a similar standard, set with a view to testing their general knowledge of the subject. Changes in courses of study shall always be duly notified at least two years before the date of the examination in which they will take effect.

CHAPTER IX

EXAMINATIONS IN MODERN INDIAN LANGUAGES

1. Three examinations, the Proficiency, High Proficiency and Honours examinations, respectively, shall be held in each of the following Modern Indian Languages, namely:-

The Urdu Language and Literature;
The Hindi Language and Literature;
The Panjabi Language and Literature.

They shall be held annually on the 4th Monday of April at Srinagar and Jammu and at such other places as may be appointed by the Syndicate and shall be notified at least six months earlier.

2. These examinations shall be open to:-

(1) any student who :-

- (i) has been enrolled in an institution affiliated to the University during at least one year previous to the examination. The Syndicate shall have power to condone any deficiency in this period for very special reasons;
- (ii) has his name submitted to the Registrar by the head of the institution which he has most recently attended; and
- (iii) submits the following certificates signed by the head of the institution which

he has most recently attended :-

- (a) of good character;
- (b) of having attended not less than two-thirds of the lectures delivered in the subjects in which he wishes to be examined during the period he has been enrolled in the institution from which he appears.

The Principal of an Oriental College is empowered to condone shortage up to 10 lectures in each compulsory paper and up to 5 in the optional paper. Students falling short of the required percentage beyond 10 lectures in compulsory paper and 5 in the optional paper and those whose deficiency is not condoned by the Principal, under the authority vested in him by this Statute, shall not be permitted to appear in the annual examination but shall be permitted to appear in the supplementary examination, where such examination is conducted, provided that they make up the deficiency and also attend two-thirds of the lectures delivered up to the commencement of the supplementary examination by remaining on the rolls of the college; provided that no condonation whatsoever shall be allowed for deficiency in lectures for admission to the supplementary examination.

Any candidate who participates in Inter-College or Inter-University Sports Tournament or N.C.C. may for the purpose of condoning deficiency in attendances incurred by him on account of such participation be treated as present for all working days during the days of his absence.

- (2) a private candidate who is admitted under the Statute relating to admission of private candidates.

†Provided that admission to Honours exami-

†This will take effect from the examination of 1960

nation shall be open to such candidates only as have passed any examination of this or any other recognised university or board;

Provided further that the Syndicate, or the determining authority shall have power to exclude any candidate from the examination, if it is satisfied that such candidate is not a fit person to be admitted thereto.

3. Candidates shall submit their applications to the Registrar on the prescribed form accompanied by the prescribed fee and the necessary certificates, signed by persons authorised in this behalf under the Statutes.

4. Whenever the application or fee of the candidate is received after the last prescribed date, he shall pay an additional fee of Rs. 5/- on each count for a delay of 15 days, subject to a maximum of one month.

5. The amount of admission fee to be paid by each candidate shall be as follows:-

	Regular candidate	Private candidate
Proficiency Examination	Rs. 12/-	Rs. 17/-
High Proficiency Examination	Rs. 17/-	Rs. 23/-
Honours	Rs. 22/-	Rs. 27/-
plus a marks fee of Rs. 2/- in each case.		

6. The examination shall be conducted by written question papers, the same questions being set in every place where the examination is held.

7. The medium of examination shall be Urdu for examinations in Urdu, Hindi for examinations in Hindi, and Panjabi for examinations in Panjabi.

8. In each examination there shall be six paper of three hours each, each paper carrying 100 marks.

Provided that the candidates for the Proficiency, High Proficiency and Honours examination in Hindi and Urdu and in Honours examination only in Panjabi shall be allowed to take up the corresponding optionals as shown below :

Urdu	Persian or Arabic or Hindi.
Hindi	Sanskrit
Panjabi (for Honours Examination only)	Hindi or Urdu

Provided further that the optional paper in all these examinations shall be of 100 marks.

9. (a) The minimum number of marks required to pass shall be as follows :—

- | | |
|-----------------------------------|------------------------|
| (i) Proficiency examination | ... 33% in each paper. |
| (ii) High Proficiency examination | ... 40% in each paper. |
| (iii) Honours examination | ... 45% in each paper. |

Provided that if a candidate fails in one paper or in the aggregate by three marks or less, he shall be deemed to have passed the examination.

(b) The minimum number of marks required to qualify in the additional optional paper shall be 33%.

The fact that a candidate has passed in the additional optional paper shall be mentioned on his certificate.

10. In the Proficiency/High Proficiency/Honours examination a candidate who obtains respectively

45/45/55 percent of the aggregate number of marks of all the papers other than the additional optional paper, but fails in one paper only, obtaining respectively not less than 25/25/30 per cent marks in that paper, may, if he so desires, be admitted to two subsequent examinations in that paper only on submission of admission form along with the fee as prescribed for the full examination, on each occasion, and if he passes in that paper, he shall be deemed to have passed the examination concerned.

11. The successful candidates shall be classed into three divisions as follows :—

- (i) Those who gain 70% or more of the aggregate number of marks (including the marks of the additional optional paper) shall be placed in the First Division ;
- (ii) those who gain 50% or more in the Proficiency and High Proficiency Examination, and 60% or more in the Honours Examination but less than 70%, in the Second Division; and
- (iii) all below, in the third Division,

Deficiency up to 1% mark in the aggregate shall be condoned for the purpose of placing a candidate in the first and second divisions.

12. Nine weeks after the commencement of the examination, or with the special permission of the Vice-Chancellor, as soon thereafter as is possible, the Registrar shall publish a list of the candidates who have passed, arranged in three divisions. Each successful candidate shall be granted a certificate stating the examination passed by him.

13. Certificates of having passed the Ratna,

Adib and Budhimani examinations shall be granted to candidates who have passed the Proficiency examination in Hindi, Urdu and Panjabi respectively.

Certificates of having passed the Bhushana, Adib Alim and Vidwani examinations shall be granted to candidates who have passed the High Proficiency examination in Hindi, Urdu and Panjabi respectively.

Diplomas of Prabhakara, Adib Fazil and Gyani shall be granted to the candidates who have passed the Honours examination in Hindi, Urdu and Panjabi respectively.

14. The syllabus and courses of study shall be prescribed by the Syndicate. In cases where text-books are prescribed the candidate will be required not only to show thorough knowledge of the text-books but also to answer questions of the similar standard set with a view to testing his general knowledge of the subject. Changes in courses of study shall always be duly notified at least two years before the date of the examination in which they will take effect.

APPENDIX I.

(Part I, Chapter IV, St. 5, Page 118)

The University of Jammu & Kashmir

Form of application for migration from one college to another

- Note:—
1. If the applicant is a detained student or one who has been degraded or against whom any disciplinary action etc., has been taken, the Principal should specifically mention this in his remarks.
 2. The leaving certificate is not to be given by the Principal until the transfer of a student has been notified by the Registrar. Admission without such sanction shall not be considered valid.
 3. Every application for migration must be accompanied with a fee of Rs. 2/- only, which will not be refunded even if the application is rejected.
 4. Inter-College migration shall be allowed once in an academic year.

Particulars to be filled in by the student.

- | | | | |
|--|-----|-----|-----|
| 1. Name ... | ... | ... | ... |
| 2. University Regd. No. | ... | ... | ... |
| 3. Class (Arts or Science) | ... | ... | ... |
| 4. Subjects | ... | ... | ... |
| 5. *Name of the College where studying | ... | ... | ... |
| 6. †Name of the College to which migration is sought | ... | ... | ... |

7. Reasons of migration

8. University Receipt Number acknowledging the fee of Rs. 2/-

(No form can be verified without reference to the University receipt voucher no. and date.)

9. Reference to Inter-College migration, if any, sanctioned previously. (Give details)

Signature of the
Guardian.

Signature of the
Student.

Certified that the statements made above by the student are correct.
Any other remarks.

I have no objection to this transfer and I will admit the student to the
Year Class, if the migration is sanctioned.

Signature of Principal
_____ *College, _____

Signature of Principal
_____ ‡College, _____

Received the sum of Rs <i>vide</i> Receipt No ... Date Accountant	Remarks by the University Registry.	Orders of the Vice-Chancellor
--	--	-------------------------------

Rules For Inter-College Migrations.

1. No student who has joined a college affiliated to the Jammu and Kashmir University, shall be admitted to another college during the same course unless:-

(a) he has obtained leaving certificate from the Principal of the college from which he intends to migrate. The certificate is not to be given by the Principal until the transfer has been notified by the Registrar.

-
- (b) the Principals of both the colleges agree and the fee of Rs. 2/- has been paid to the University.
2. A student who is detained, or conditionally promoted shall not be admitted to a higher class by the Principal of the college, on migration.
 3. Tuition Fee shall be payable by the student to the Principal of the college from which he migrates up to and including the month in which he obtains leaving certificate. Tuition fee for the same month shall not be charged by the college to which he migrates.

APPENDIX II.

(Part 1, Chapter IV, St. 11, Page 125)

The University of Jammu and Kashmir

Form for applying for Inter-University
Migration Certificate

1. Name of the applicant
2. Son/Daughter of
3. Registered Number (if any)
4. Previous Examination results :-				
Matriculation	Year	Roll No.	Passed/Failed	
Intermediate	Year	Roll No.	Passed/Failed	
B.A., B.Sc., B.Com.	Year	Roll No.	Passed/Failed	
B. T. / B. ED.	Year	Roll No.	Passed/Failed	
M. A., M. Sc.	Year	Roll No.	Passed/Failed	

Other Examinations

	Year	Roll No	Passed/Failed
5. Name of the institution (if recognised) or in the case of private student, district from which the candidate passed the last examination
Name of the class (if the applicant is still reading)
6. Date of birth
7. Name of the university to which the candidate wants to migrate
8. Reference to money order/Postal order/University receipt No.
...	Dated	...	Amount
9. It you are not registered with this University the following certificate should be sent duly filled in and signed by the Headmaster of a

recognised High School/Principal of a College or by a First Class Magistrate.

I certify that
 son/daughter of
 did not join any college affiliated to the
 Jammu and Kashmir University and that
 he/she is not a registered student and has
 passed
 Examination of the Jammu and Kashmir
 University,

Signature

Designation

Official Stamp

Dated 19 .. Signature of the applicant.

Affidavit (To be sworn before a First Class Magistrate On Re. 1/- stamped paper)

(For applicants who have lost the original Migration Certificate and require another one)

"I solemnly declare that the Migration Certificate No
 dated .. issued to me by the Jammu
 and Kashmir University to enable me to join
 .. University, has been lost and that
 I did not join any University on the basis of
 the same".

Attested.

Signature

Signature .. Address ..

Designation ..

Official Stamp.

INSTRUCTIONS.

1. All the particulars required above should be carefully filled in by the applicant. The office will not be responsible for any delay in case the form is not complete in all details.
2. Fee for Migration Certificate is Rs. 12/- in case of those who have passed the Matriculation examination and whose name has not so far been registered in this University and

in all other cases Rs. 10/-.

- 3. When it is not possible for the applicant to send the fee in advance and obtain University receipt for the same, he is advised to send the form and the money together in an insured cover.
- 4. Usually the certificate is issued within a week from the date of the receipt, if the form is complete in all respects, and is sent under registered cover.

Note:- In the case of the applicant reading in an affiliated college, this form should be submitted through the Principal of the college.

Full address of the candidate on which the certificate is to be sent.

... ..
... ..

For Use By The Office Only.

Verified.
The applicant Passed/Failed in the
... Examination
held in ... Entries in
regard to items 1 to
6 are correct.

Concerned Clerk

Head Clerk
Registration Section
Report by the Account
Section
Receipt no.... Dated ...
acknowledging the fee
of Rs
Accountant

Recommendation of
the office:-

Superintendent-in
charge.

Registrar

Final order:-
Sanctioned/Not
sanctioned.

Vice-Chancellor.

Migration Certificate issued Under No
Dated

APPENDIX III

(Part I, Chapter V. St. 5 Page 141)

To

The Registrar,
The University of Jammu & Kashmir,
Srinagar.

Sir,

I request that my name be entered in the
Register of Graduates.

I hereby remit the sum of Rs. 3/- plus
Re. 1/- as the registration and annual fee/Rs. 10/-
as registration fee for life.

Yours faithfully,

Full name and address...
Present occupation...
Degree or degrees taken with dates mentioned in the diplomas of the degrees.
Name of the University
Dated

APPENDIX IV

(Part I, Chapter VI, St 5(2), Page 162)

THE UNIVERSITY OF JAMMU & KASHMIR

The Contributory Provident Fund.

(For*

Form of Declaration.

Depositor)

I hereby declare that in the event of my death the following persons be entitled to receive payment of the amount of my deposit in the Contributory Provident Fund in the proportions noted against their names and I make this my will so far as regards such deposit.

I also request the amount payable as above to the minors be paid to the person named below :

Name of the nominee	Relationship with the subscriber	Whether major or minor. If minor state his age.	Share of the deposit payable	Name of the person to whom share is to be paid	Sex & parentage of person referred to in previous column.	Address

Two witnesses to signature

Signature.....

*Here state married or unmarried.

.....

APPENDIX V

Part 1, Chapter VI, Regulation 3 (b), Page 218

The University Of Jammu and Kashmir

*Form of application for correction in
Date of birth.*

1. Name
2. Father's name
3. Registered No. (if any)
4. Year of passing of Matriculation examination
of the University of Jammu and Kashmir
5. Roll No.
6. Institution from which appeared in the Matriculation examination
7. Date on which the matriculation certificate of
the applicant was issued
8. Date of birth as recorded in the
University Office
9. Date of birth as claimed by the
applicant
10. University Receipt No. _____ dated _____
(acknowledging fee of Rs. 10).
(No form will be entertained without this
information or original receipt).
Signature of applicant
Full address
... ..
... ..

Forwarded. The relevant register and the required
affidavit are enclosed.

Signature
Headmaster,
... .. High School,

To be Filled in by the Office.

The fee of Rs. 10 has been received, vide
University Receipt No. _____

Dated _____

Accountant

(The school where the clerical error has
occurred to be tick marked).

APPENDIX VI

Part II, Chapter 1, St 2, Page 222

Fees payable to the University are classified as follows :-

- (a) Registration fee.
- (b) Sports fee.
- (c) Examination fees,
- (d) Fee for certificates and diplomas.
- (e) Fee for Registration of Graduates.
- (f) Miscellaneous fees.

(a) Registration Fee.	Rs.	nP.
1. For regular and private students when they take first examination of the University except in the case of Matriculation candidates.	...	5 0
2. For date of birth certificates	...	2 0
3. For duplicate copy of registration cards	...	1
4. For duplicate copy of date of birth certificate		50
5. For copy of entries in the Register of Students	...	3 0
(b) Sports Fee (Annual)	...	1 0
(c) Examination Fees.		
1. Permission fee from all private candidates	...	5 0
2. For appearing in Matriculation Examination as a regular candidate :		
(i) without science subjects	...	17 0

	(ii) with one or more science subjects	... 19	0
2A.	For appearing in Matriculation Examination as a private candidate :-		
	(i) without science subjects	... 29	0
	(ii) with one or more science subjects	... 31	0
2B.	For appearing in English only of the Matriculation Examination.	... 14	50
2C.	For appearing in any additional subject or subjects after qualifying in Matriculation Examination :-		
	(i) in case of Arts subjects	... 5	0
	(ii) in case of Science subjects	... 6	0
3.	For appearing in Intermediate Examination (full or compartment) as a regular college candidate :-		
	(i) Arts Faculty	... 29	0
	(ii) with one science subject, Music or Geography	... 32	0
	(iii) with two or three science subjects	... 35	0
	(iv) Commerce Faculty	... 29	0
3A	For appearing in Intermediate Examination (full or compartment) as a private candidate :-		
	(i) Arts Faculty	... 35	0
	(ii) with one science subject, Music or Geography	... 38	0
	(iii) with two or three science subjects	... 40	0
	(iv) Commerce Faculty	... 35	0
3B.	For appearing in any additional subject after qualifying in F.A. or F.Sc. :		
	(i) in case of Arts subjects	... 6	0

	(ii) in case of science subjects...	9	0
3C.	For appearing in English only of the Intermediate Examination...	17	50
3D.	For other subjects after qualifying in English :		
	(i) Arts subjects ...	35	0
	(ii) with one science subject, Music or Geography ...	38	0
	(iii) with two or three science subjects ...	40	0
4.	For appearing in B. A., B. Com. and B. Sc. Examination (full or compartment) as a regular college candidate :-		
	(i) Arts or Commerce Faculty...	40	0
	(ii) with one science subject, Music or Geography ...	45	0
	(iii) with two science subjects...	52	0
4A.	For appearing in B. A. B.Sc. and B.Com. Examination (full or compartment or two elective subjects) as a private candidate :-		
	(i) Arts or Commerce Faculty ...	46	0
	(ii) with one science subject, Music or Geography ...	51	0
	(iii) with two science subjects...	58	0
4B.	For appearing in any additional subject after qualifying in B.A. or B. Sc. :-		
	(i) In case of Arts subjects...	17	0
	(ii) in case of Science subjects .	22	0
4C.	For appearing in English only of the B.A. and B. Sc. examination	29	0
4D.	For appearing in B. A. Honours ..	23	0
5.	For appearing in Oriental Classical and Modern Indian Languages examinations as a college candidate (full or compartment) :-		

(i) For the Proficiency Examination in any of the six languages.			... 12	0
(ii) For the High Proficiency Examination in any of the six languages			.. 17	0
(iii) For the Honours Examination in any of the six languages			.. 22	0
5A. For appearing in Oriental Classical and Modern Indian Languages Examinations as a private candidate (full or compartment) :				
(i) For the Proficiency Examination in any of the six languages			... 17	0
(ii) For the High Proficiency Examination in any of the six languages			... 23	0
(iii) For the Honours Examination in any of the six languages			... 27	0
6. For appearing in B. Ed. Examination as a college or private candidate (full or compartment)			... 40	0
6A For appearing in any of the subjects mentioned in Paper III, after qualifying in B. Ed., not already taken by him			.. 20	0
7. For appearing in Master of Arts Examination :-				
(i) as a college candidate			... 69	0
(ii) as a private candidate			... 75	0
7A For appearing in Master of Science Examination :-				
(i) as a college candidate			... 86	0
(ii) as a private candidate			... 92	0
8. For a certified copy of marks obtained at an examination			... 2	0

9.	For a duplicate copy of marks obtained at an examination	...	1	0
10.	For scrutiny of marks and rechecking of results	...	8	0
			plus Rs. 2	
			per subject in-	
			which recheck	
			ing is sought	
11.	For obtaining a duplicate copy of Roll No. Card	...	1	0
12.	Fee for change of centre of examination	...	10	0
13.	For obtaining a duplicate copy... of result card	...	1	0
14.	For duplicate of permission letter...	...	0	50

(d) Fee for Certificates and Diplomas.

1.	For a provisional certificate for passing an examination after declaration of results and before the date of next Convocation, or preparation of the certificates...	10	0	
2.	For obtaining diploma of a degree in absentia	...	5	0
3.	For obtaining duplicate of a certificate originally signed by the Resistrar	...	5	0
4.	For obtaining duplicate of a certificate originally signed by the Vice-Chancellor	...	10	0
5.	For obtaining Inter-University Migration	...	10	0
			plus Rs. 2	
			in case of a	
			candidate	
			who is not	
			registered in	
			this Univer-	
			sity.	

6.	For obtaining a duplicate copy of Inter-University Migration Certificate	...	5	0
7.	For obtaining Inter-College migration certificate	...	2	0
8.	For obtaining a duplicate copy of Inter-College migration certificate...		1	0

(e) Fee for Registration of Graduates.

1.	Initial fee	...	3	0
2.	Annual fee (April 1 to March 31)		1	0
	or			
	Composition fee	...	10	0

(f) Miscellaneous Fee.

1.	Fee for change in date of birth...	10	0	
2.	Fee for change in name	...	5	0

APPENDIX VII.

Part II, Chapter IV & Chapter VI, Pages 315
and 353 respectively

Regulations

1. Marks out of 15% of the total marks allotted for the result of the house examinations shall be awarded by the Head of the University Department or the Principal of the College as the case may be proportionately in each subject or a part thereof (if pass percentage is required separately in the part) on the basis of the average percentage of marks obtained by a candidate in the house examination.

Degree Classes

Example No. 1 : If a student has obtained an average of 40% marks in Physics Theory in the house examinations, he will be awarded 6 marks out of 15 in Physics Theory at the University examinations; if he has obtained 33%, he will be awarded $4\frac{1}{2}$ marks out of 15 and so on.

Example No 2: If a student has obtained an average of 40% marks in Physics Practical in the house examinations, he will be awarded 3 marks out of $7\frac{1}{2}$ in Physics practical at the University examination; if he has obtained 33%, he will be awarded 2 marks out of $7\frac{1}{2}$ and so on,

Example No. 3: If a student has obtained an average of 40% marks in Economics in the house examinations he will be awarded 9 marks out of $22\frac{1}{2}$ in the subject at the University examination; if he has obtained 33%, he will be awarded 7 marks out of $22\frac{1}{2}$ and so on.

Post-graduate Classes

Example : If a student has obtained an average of 40% in the I paper in the house examinations, he will be awarded 6 marks out of 15 in this paper at the University examination; if he has obtained 33%, he will be awarded $4\frac{1}{2}$ marks out of 15 and so on.

2. Marks out of 5% for regularity in attendance will be awarded by the Head of the Department or the Principal of the College according to the following scale :

Attendances	Marks
(a) Below 66% of the total number of attendances	... Zero
(b) From 66% to 70% of the total number of attendances	... 33%
(c) From 71% to 80% of the total number of attendances.	... 50%
(d) From 81% to 95% of the total number of attendances.	... 75%
(e) From 96% to 100% of the total number of attendances.	... 100%

Provided that any candidate who participates in Inter-College or Inter-University Sports Tournament or N. C. C. may, for the purpose of calculating the award, be treated as present on all working days during the days of his absence.

Degree Classes

Example : If a student has attended 190 lectures out of a total of 200 lectures delivered during the course of two years, he will be awarded $5\frac{1}{2}$ marks out of $7\frac{1}{2}$; if he has attended 160 lectures he will be awarded $3\frac{1}{2}$ marks out of $7\frac{1}{2}$ and so on.

Post-graduate Classes

Example : If a student has attended 190 lectures out of a total of 200 lectures delivered during the course of two years, he will be awarded $3\frac{1}{2}$ marks out of 5, if he has attended 160 lectures, he will be awarded $2\frac{1}{2}$ marks out of 5 and so on.

3. In all calculations, all fractions less than $\frac{1}{2}$ will be disregarded and fractions of $\frac{1}{2}$ or more deemed as $\frac{1}{2}$. Halves will be raised to a whole only in the total marks out of 20%.
4. The register of the marks shall be maintained in the prescribed form as given below:
The record pertaining to marks allotted under these Regulations (including answer-books) shall remain in the custody of the Head of the Department or the Principal of the College. It shall be open to inspection by the University for a period not exceeding six months after the date of declaration of the results of the University examination.
5. Marks allotted for the results of the students in the house examinations may include marks awarded on the basis of class-room assignments which shall not exceed 20% of the total marks in each subject.

The University of Jammu and Kashmir.

SCALE OF REMUNERATION PAYABLE TO EXAMINERS (For Annual & Supplementary Examinations)

Name of the Examination	For setting a Question Paper	For marking each Answer Book	For revising each Answer Book by the Head Examiner		For setting a Question Paper in Practical Examination		For Viva Voce or Practical Exam. to each examiner
	Rupees	Rupees	Theory	Practical	1st Paper	Each subse- quent paper	*Per Candidate Minimum
1. M. A.	60.	1.50	{ 15.* 75,00*
2. M. Sc.	60.	1.50	40.	20.	{ 10.† 50,00†
3. Bachelor of Education	75.	1.	30.	15.	50,00
4. B. A. & B. Sc. (Honours)...	100. for three papers	1.25	40.00
5. B. A., B. Sc., and B. Com....	60.	1.	1,	...	30.	15,	30.00
6. Intermediate (Arts, Science and Com.)	50.	.75	.75	.50	20.	10,	25.00
7. Matriculation	25.	.37	.37	.25	10.	7.	20.00
8. Honours in Persian, Sanskrit, Arabic, Urdu, Hindi, & Panjabi (Munshi Fazil, Shastri, Maulvi Fazil, Adib Fazil, Prabhakar and Gyani	50.00	.75	.75

9. High Proficiency in Persian, Sanskrit, Arabic, Urdu, Hindi, and Panjabi (Munshi Alim, Visharada, Maulvi Alim, Adib Alim, Bhushan and Vidwani ...)	40,	.50
10. Proficiency in Persian, Sanskrit, Arabic, Urdu, Hindi, and Panjabi (Munshi Prajna, Maulvi, Adib, Ratna and Budhimani) ...	30,	.37

Note: — 1. All rates are subject to alteration without notice.

2. In case the paper setter is unable to mark the answer-books of his paper, another examiner will be appointed for the purpose and the paper setter will be entitled to only half the prescribed fee.

*In the case of B. Sc. Chemistry and M. Sc. Geology, this remuneration per candidate for practical examination will be paid per session.

*For External Examiner
†For Internal Examiner

APPENDIX IX

Scale of Remuneration Paid to the Supervisory Staff.

The following shall be the rates of payment to the supervisory staff in connection with the conduct of examinations:-

1. Superintendent Matriculation Examination — Rs. 80/- for the complete examination.
2. Superintendent Intermediate and Degree Examinations - Rs. 120, for a centre lasting for 10 working days, a normal period. At centres lasting for more than 10 working days, additional fee at the rate of Rs. 10 per working day.
3. Superintendent Oriental Examinations -- Rs. 75.
4. Superintendent Modern Indian Languages Examinations. -- Rs. 75.
5. Superintendent Miscellaneous (all the examinations other than those mentioned under items 1-4) ... Rs. 120 or Rs. 10 per working day, whichever is less.
6. Deputy Superintendents (Men or Women) ... Rs. 5/-per session and Rs. 8 for two sessions of the day, subject to a maximum of Rs. 60 in the case of Matriculation Examination and Rs. 70 in the case of all other examinations, for the entire examination.
Conveyance allowance for Women Deputy Superintendents. One way actual expenditure, as

certified by the Superintendent of the centre, subject to a maximum of Re. 1 per session, may be paid to women deputy superintendents only.

7. Assistant Superintendent. ... Rs. 5 per session and Rs. 8 for two sessions of the day, and Rs. 5 for the preparation day at the examination centre, subject to a maximum of Rs. 60 in the case of Matriculation Examination and Rs. 70 in the case of all other examinations
8. Supervisors (Men) ... Rs. 3 per session and Rs. 5 for two sessions of the day.

Teachers of Intermediate Colleges and Trained or Certified Teachers (B.T., B.Ed. and S.A.V. only) including Demonstrators shall be paid at Rs. 4 per session and Rs. 6 for two sessions of the day.

9. Supervisors (women) - Rs. 5 per session and Rs. 8 for two sessions of the day, subject to a maximum of Rs. 50 in the case of Matriculation Examination and Rs. 70 in the case of all other examinations, for the entire examination.

Scale of remuneration to menial staff:

1. Daftari ... Rs. 1.50 for a centre up to 200 candidates per working day and Rs. 2 for over 200 candidates. No Daftari is allowed for less than 50 candidates.
2. Chowkidar Re. 1 per day.
3. Waterman and water woman Re. 1 per working day.
4. Sweeper Rs. 6 for the entire examination.
5. Drawing Master for arranging Models etc. for exami-

nation in Drawing Rs. 5 up to five groups and thereafter 75 n. p. per group.

6. Bearer in attendance on the day of viva-voce test in M.A. ... Re. 1 per day.

Practical Examination.

Particulars	Matriculation		Remuneration	
	Qualifications	No.	One session.	Two sessions
1. Supervisor	Science Teacher or B.Sc.	One	Rupees 2.50	Rupees 4
2. Laboratory Assistant	Nil	One	1 50	2.50
3. Laboratory Bearer	Nil	One	1.50	2.50
4. Gasman	Nil	One	1.00	2.00
5. Mistri	Nil	One	1.25	2.50
6. Waterman	Nil	One	.50	1
7. Sweeper	Nil	One	.25	.50

Intermediate, B.A., B Sc., B.Com & M.Sc.

1. Supervisor B.Sc. (Demonstrator) or M.Sc. *One 5.00 10

2. Laboratory Assistants and Laboratory Bearers:-
The following rates of payment inclusive of all preparation charges shall be allowed:-

- (i) Physics (i) Intermediate8 rupee per candidate for Ist batch and .6 rupee per candidate for all subsequent batches.
(ii) Degree8 rupee per candidate.

*For B. Sc. Chemistry Practical there will be two supervisors.

- (ii) Chemistry (i) Intermediate ... Rs. 1 per candidate for the 1st batch and .6 rupee per candidate for all subsequent batches
- (ii) Degree ... Rs. 1.50 per candidate for the 1st batch and .4 rupee per candidate for all subsequent batches.
- (iii) Botany and Zoology.
- (i) Intermediate3 rupee per candidate.
- (ii) Degree ... Re. 1 per candidate for 1st batch and 5 rupee per candidate for all the subsequent batches.
- (iv) Geology.
- (i) Intermediate ... 75 n.p. per candidate.
- (ii) Degree ... Re. 1 per candidate.
- (iii) M.Sc. ... Rs. 2 per candidate.
- (v) Geography.
- (i) Intermediate75 n.p. per candidate.
- (ii) Degree ... Re. 1 per candidate.
3. Remuneration to Gasman, Mistri, Waterman and Sweeper ... as for the Matriculation Examination

The following are the rates of laboratory expenses :—

Matriculation			
(i)	Physics and Chemistry	...	Rs. 0.50 per candidate
(ii)	Physiology and Hygiene	...	Rs. 0.50 per candidate
1.	Physics		
(i)	Intermediate	...	Rs. 0.69 per candidate
(ii)	Degree	...	Rs. 1.25 per candidate
2.	Chemistry		
(i)	Intermediate	...	Rs. 2.50 per candidate
(ii)	Degree	...	Rs. 7.50 per candidate
3.	Botany		
(i)	Intermediate	...	Rs. 1.00 per candidate
(ii)	Degree	...	Rs. 3.00 per candidate
4.	Zoology		
(i)	Intermediate	...	Actual expenses
(ii)	Degree	...	Actual expenses
5.	Geology		
(i)	Intermediate	...	Rs. 0.37 per candidate
(ii)	Degree	...	Rs. 1.00 per candidate
(iii)	M. Sc	...	Rs. 5.00 per candidate
6.	Geography		
(i)	Intermediate	...	Rs. 0.37 per candidate
(ii)	Degree	...	Rs. 1.00 per candidate
7.	Domestic Science	...	
(i)	Intermediate	...	Rs. 3.00 per candidate subject to a minimum of Rs. 10

APPENDIX X

The University of Jammu & Kashmir.

List of Colleges affiliated to and High Schools recognised by the University of Jammu and Kashmir.
Srinagar.

COLLEGES.

Kashmir Province.

1. Amar Singh College, Srinagar;
2. Sri Pratap College, Srinagar;
3. Govt. College for Women, Srinagar;
4. Teachers' Training College, Srinagar;
5. Gandhi Memorial College, Srinagar;
6. Govt. Intermediate College, Sopore, Kashmir;
7. Govt. Intermediate College, Anantnag, Kashmir;
8. St. Joseph's College, Baramulla, Kashmir;
9. Jamia Madinat-ul-Alum (Oriental College), Hazratbal, Srinagar;
10. Nasrat-ul-Islam (Oriental College), Srinagar;
11. Mahila Mahavidyalaya (Oriental College), Srinagar;
12. Government Oriental College, Srinagar;
13. Rupa Devi Sharda Peeth (Oriental College), Srinagar;
14. Hindu Kanya Mahavidyalaya (Oriental College), Srinagar;
15. Vishwa Bharti Kanya Mahavidyalaya, Rainawari, Srinagar.

Jammu Province.

16. Govt. Gandhi Memorial Science College, Jammu;

17. Govt. Gandhi Memorial Arts College, Jammu;
18. Govt. College for Women, Jammu;
19. Teachers' Training College, Jammu;
20. Sri Pratap Memorial Rajput College of Commerce, Jammu;
21. Govt. Intermediate College, Bhadarwah (Jammu);
22. Govt. Intermediate College, Poonch (Jammu);
23. Shri Rughnath Sanskrit Mahavidyalaya (Oriental College), Jammu;
24. Sanatan Dharam Kanya Vidyalaya (Oriental College), Jammu;
25. Vidya Peeth Mahila Oriental College, Jammu.

HIGH SCHOOLS:

Kashmir Province.

1. Islamia High School, Srinagar;
2. D.A.V. High School, Rainawari, Srinagar;
3. Central High School, Srinagar;
4. National High School, Srinagar;
5. Khalsa High School, Srinagar;
6. D.A.V. High School, Amirakadal, Srinagar;
7. Hindu High School, Srinagar;
8. C.M.S. Tyndale Biscoe Memorial High School, Srinagar;
9. Multi-purpose High School, Srinagar;
10. Sri Pratap High School, Srinagar;
11. Government High School, Rangteng, Srinagar;
12. Government High School, Zadibal, Srinagar;
13. Government High School, Nawakadal, Srinagar;
14. Hari Singh High School, Rainawari, Srinagar;
15. Sanatan Dharm Pratap High School, Srinagar;
16. St. Joseph's High School, Baramulla (Kashmir);
17. Govt. High School, Baramulla, Kashmir;
18. Govt. High School, Handwara, Kashmir;
19. Govt. High School, Bandipur, Kashmir;

20. Mazhar-ul-Haq High School, Beerwah, Kashmir;
21. Govt. High School, Ganderbal, Kashmir;
22. Shalimar High School, Shalimar, Kashmir;
23. Govt. High School, Chrar-i-Sharief, Kashmir;
24. Govt. High School, Pulwama, Kashmir;
25. Govt. High School, Shopian, Kashmir;
26. Govt. High School, Tral, Kashmir;
27. Govt. High School, Bijbehara, Kashmir;
28. Govt. High School, Kulgam, Kashmir;
29. Govt. High School, Anantnag, Kashmir;
30. Govt. High School, Mattan, Kashmir;
31. Govt. High School, Doru, Kashmir;
32. Govt. High School, Trehgam, Kashmir;
33. Govt. High School, Kokarnag, Kashmir;
34. Govt. High School, Dangiwachha (Hamal), Kashmir;
35. Govt. High School, Uttersu, Kashmir;
36. Govt. High School, Dialgam, Kashmir;
37. Govt. High School, Pampore, Kashmir;
38. Govt. High School, Magam, Kashmir;
39. Govt. High School, Sopore, Kashmir;
40. Govt. High School, Karnah, (Teetwal), Kashmir;
41. Govt. High School, Leh, Kashmir;
42. Govt. High School, Kargil, Kashmir;
43. Govt. High School, Bomai, Sopore, Kashmir;
44. Govt. High School, Pattan, Kashmir;
45. Govt. High School, Hajin, Kashmir;
46. Govt. High School, Badgam, Kashmir;
47. Govt. High School, Sogam-Lolab, Kashmir;
48. Govt. High School, Kilam, Kashmir;
49. Govt. High School, Kangan, Kashmir;
50. Govt. High School, Aishmuqam, Kashmir;
51. Govt. High School, Gairoo, Kashmir;
52. Govt. High School, Kupwara, Kashmir;
53. Govt. High School, Sallar, Kashmir;
54. Govt. High School, Verinag, Kashmir;
55. Presentation Convent College, Srinagar,
56. C. M. S. Girls High School, Srinagar.

57. Vasanta Girls High School, Srinagar;
58. Devki Arya Putri Pathshala, Hazuribagh,
Srinagar;
59. Arya Girls High School, Kathlishwar,
Srinagar;
60. Vishwa Bharti Girls High School, Raina-
wari, Srinagar;
61. Govt. Girls High School, Srinagar;
62. Govt. Girls High School, Amira Kadal,
Srinagar.
63. Govt. Girls High School, Nawakadal,
Srinagar,
64. Govt. Girls High School, Rainawari,
Srinagar;
65. Govt. Girls High School, Nowhatta,
Srinagar:
66. Govt. Girls High School, Anantnag,
Kashmir;
67. Govt. Girls High School, Baramulla,
Kashmir;
68. Govt. Girls High School, Sopore, Kashmir;
69. Govt. Girls High School, Shopian,
Kashmir;
70. Govt. Girls High School, Zadibal,
Srinagar;
71. Govt Girls High School, Bandipore,
Kashmir;
72. Kashayapa Girls High School, Drabiyar,
Srinagar;
73. Burn Hall School, Srinagar;
74. Govt. High School, Safapora, Kashmir;
75. Govt. High School, Nagam, Kashmir;
76. Govt. High School, Rohama, Kashmir;
77. Govt. Girls High School Khanyar, Srinagar.
78. Rupa Devi Sharda Peeth Srinagar;
(School Department)
79. Govt. High School Yurkhushi Pora, Kashmir.
80. Govt. High School, Yaripura, Kashmir.

Jammu Province.

81. S. R. M. P. High School Jammu;

82. Hari Singh High School. Jammu;
83. S. D. Sabha High School. Jammu;
84. S. P. M. Rajput High School, Jammu;
85. Govt. High School, Jammu;
86. Govt. High School, Poonch, Jammu,
87. Govt. High School, Majalata, Jammu;
88. Govt. High School, Gagwal, Jammu;
89. Govt. High School, Rahya, Jammu;
90. Govt. High School, Nowshera, Jammu;
91. Govt. High School, Chhamb, Jammu
92. Govt. High School, Ramkot, Jammu;
93. Govt. High School. Basohli,
94. Govt. High School, Hiranagar,
95. Govt. High School, Kathua;
96. Govt. High School, Samba;
97. Govt. High School, Bhaddu;
98. Govt. High School, Doda;
99. Govt. High School. Kilhotran (Bhadarwah)
Jammu;
100. Govt. High School, Kishtwar;
101. Govt. High School, Katra;
102. Govt. High School, Ramnagar;
103. Govt. High School, Reasi;
104. Govt. High School, R. S. Pora;
105. Govt. High School, Udhampur;
106. Govt. High School, Rajouri;
107. Govt. High School, Billawar;
108. Govt. High School, Banihal;
109. Govt. High School, Bishnah;
110. S. A. High School, Bhadarwah;
111. Govt. Hari Singh High School, Akhnoor;
112. Govt. High School, Gurrah Salathian;
113. Model Academy, Jammu;
114. Govt. High School, Surankote (Poonch)
115. Govt. High School, Pallanwala, Jammu;
116. Govt. High School, Ramgarh;
117. Govt. High School, Parole, Jammu;
118. Govt. High School, Domana;
119. Govt. High School, Jammu Cantt.;
120. Govt. High School, Arnia, Jammu;

121. Govt. High School, Gool, Jammu;
122. Govt. High School, Sundarbani, (Jammu;)
123. Govt. Girls High School, Jammu;
124. Govt. Girls High School, Samba;
125. Govt. Girls High School, Bhadarwah;
126. Govt. Girls High School, Poonch.
127. Govt. Girls High School, Kathua;
128. Govt. Girls High School, Kishtwar;
129. Govt. Girls High School, Ranbir Singh
Pora;
130. Arya Kanya High School, Kachi Chawni,
Jammu;
131. Arya Kanya Vidyalaya. Purani Mandi,
Jammu;
132. Govt. Girls High School, Hiranagar;
133. Govt. Girls High School, Chowganfatu,
Jammu
134. Govt. Girls High School, Reasi;
135. St. Mary's Convent School, Jammu;
136. Gurmat Kanya Pathshala, Jammu;
137. Govt. Girls High School, Udhampur;
138. Govt. Girls High School. Doda;
139. Mission High School, Jammu;
140. Govt. High School, Chenani;
141. Govt. High School, Mendher;
142. Govt. High School, Batote;
143. Govt. High School, Pouni;
144. Govt. Girls High School, Akhnoor;
145. Vidya Peeth Mahila Oriental College,
Jammu; (School Department)

APPENDIX XI

Equivalence Statement.

I. All examinations conducted by the statutory universities in India shall be considered as equivalent to the corresponding examinations conducted by this University on the basis of reciprocity.

II. The following examinations of other universities have been recognised as equivalent to the corresponding examinations of this University:—

S.No.	Name of the University	Examinations recognised.
1-27	Agra, Aligarh, Allahabad, Andhra, Baroda, Bihar, Calcutta, Dacca, Gauhati, Karnatak, Karachi, Lahore, Lucknow, Mysore, Madras, Osmania, Panjab, Patna, Peshawar, Rajputana, Saugar, Travancore, Utkal, Vishwa Bharti, Sind (Hyderabad), Sardar Vallabhabhai Vidyapeeth, and Jabbalpore.	All examinations.
28.	Annamalai University	Intermediate and B. A.
29.	Banaras University	Intermediate Science
30.	Bombay University	Intermediate Science and B. A.

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- | | |
|------------------------|--|
| 31. Delhi University | i) Qualifying Examination equivalent to Ist Year Intermediate examination.
ii) B. A., B. Sc., B. T., M. A., M. Sc., examinations.
iii) Pre-Medical examination equivalent to F. Sc. (Medical) examination.
iv) First Year examination of the Three Year Degree course equivalent to Intermediate examination of this University |
| 32. Gujarat University | Intermediate Science, B.A, & B.Sc. |
| 33. London University | i) General Certificate of Education Examination (Ordinary) as equivalent to Matriculation examination.
ii) General Certificate of Education Examination Advanced as equivalent to Intermediate examination. |
| 34. Lucknow University | Master of Social Work Examination equivalent to M. A. |
| 35. Nagpur University | Matriculation, Intermediate, Degree and B. T. examinations. |

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|------------------------------------|---|
| 36. National University of Ireland | B. A. examination. |
| 37. Poona University | Intermediate examination (Arts, Sc. & Com.); B. A., B. Sc., B.Com. & B.A. Hons., B.Ed., M.A. & M.Sc. |
| 38. Paris University | The Baccalaurat ES Letters and Baccalaurat ES Science as equivalent to the B.A. & B. Sc. examinations of this University. |
| 39. Vikram University | B, A., B. Sc. & B Com., M. A. & M. Sc. |
| 40. Osmania University Hyderabad. | <p>i) Pre-University course examination as equivalent to the Ist Year Intermediate examination of this University.</p> <p>ii) Ist Year course examination of the Three Year Degree course examination as equivalent to the Intermediate examination of this University.</p> |

III The following examinations of other universities and boards have been recognised equivalent to the examinations of this University, as shown against each :—

S. No.	Name of the University or Board	Name of the examination of the University or Board	Name of the corresponding examinations of this University equivalent to which these examinations are recognised.
1.	London University	The Post-Graduate Certificate in Education.	B. Ed.
2	Vishwa Bharti-University, West Bengal	(a) Junior Secondary School Examination. (b) Senior Secondary School Examination	Matriculation Intermediate Ist Year Examination
3.	Board of Secondary Education, Hyderabad (Dn)	Higher Secondary cert. Examination.	Matriculation
4.	East Panjab.	The diplomas and certificates granted on the basis of approved Social Service by the Punjab University (India) under special Regulations.	Corresponding diplomas and certificates of this University.

5. The candidates who pass the Ceylon Senior Certificate Examination in six subjects and obtain credit in four of them shall be admitted to the Intermediate Class.

6. The Gyani Examination in Urdu script shall be considered as equivalent to the Gyani Examination in Gurmukhi script.

7. The examination of such Boards of Secondary Education or local authorities as are recognised by an Indian University, whose examinations and degrees have been recognised as equivalent to the examinations and degrees of this University, shall be granted recognition for purposes of admission to the affiliated colleges of this University and to the examinations conducted by this University.

8. The M. A. Degrees in Social Work awarded by the Universities of Delhi and Baroda have been recognised as equivalent in status to that of the M. A. Degree of this University.

9. The M. A. Degree in Applied Psychology of Saugar University has been recognised as equivalent in status to that of the M. A. Degree of this University.

IV. The following examinations of other boards and bodies have been recognised as equivalent to the corresponding examinations of this University :

Boards

S.No.	Name of the Board	Examination recognised.
1.	Ajmere Central Board of Secondary Education.	i) High School Examination equivalent to Matriculation Examination.

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- | | |
|---|--|
| 2. Ajmere Board of Secondary Education. | ii) Higher Secondary School examination equivalent to the 1st. year Inter-examination of this University.
Matriculation |
| 3. Bihar Secondary School Examination Board. | Secondary School examination equivalent to Matriculation Examination. |
| 4. Delhi Board of Higher Secondary Education. | i) High School Examination equivalent to the Matriculation examination.

ii) Higher Secondary Technical Certificate examination equivalent to completion of Ist Year Intermediate examination, provided the student seeking admission in this University has studied the subjects in which he seeks admission. |
| 5. Delhi Pre-Engineering Examination Board. | iii) Higher Secondary examination equivalent to completion of Ist Year.

Pre-Engineering Examination equivalent to Intermediate (Science) Non-Medical Examination. |

6. Madhya Bharat Board of Secondary Education, Gwalior. High School and Intermediate examinations equivalent to Matriculation and Intermediate examinations respectively.
7. Orissa Board of Secondary Education. High School Certificate Examination equivalent to the Matriculation Examination
8. Poona Secondary School Certificate Examination Board. Secondary School Certificate Examination equivalent to Matriculation Examination.
9. U.P. Board of High School and Intermediate Examination.
 - i) High School Examination equivalent to Matriculation Examination.
 - ii) Intermediate Examination.
10. West Bengal Board of Secondary Education. School Final Examination equivalent to Matriculation Examination.
11. Board of Secondary Education Rajasthan.
 - i) High School Examination as equivalent to Matriculation Examination of this University.
 - ii) Intermediate Arts Sc. and Com: Examinations as equivalent to Inter Arts, Sc. and Com: examinations of this University.

	iii) Higher Secondary Examination as equivalent to Ist Year Inter. Examination of this University.
12. Mahila Gram Vidya-peetha, Prayag.	Gram Vinodini Examination with advanced English as equivalent to the Matriculation Examination of this University.

Bodies.

S.No.	Name of the Body.	Examinations recognised.
1.	British Civil Service Commission.	The Forces Preliminary Examination equivalent to Matriculation Examination.
2.	Indian Army	i) Army Special Certificate of Education Examination equivalent to Matriculation Examination. ii) The Certificate granted by Royal Indian Air Force as equivalent to the Matriculation Examination of this University. iii) The Royal Navy Higher Education Examination as equivalent to the Matriculation of this University.

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|---|---|
| 3. Joint Services Wing of the National Defence Academy. | Test conducted by the Academy equivalent to Intermediate Examination. |
| 4. National Defence Academy. | Two years course conducted by the Body equivalent to Intermediate Examination. |
| 5. Jamia Urdu, Ali-garh. | The Adib, Adib- Mahir and Adib Kamil Examinations equivalent to the corresponding Urdu Examinations of this University. |

†Equivalence of Commerce examinations

1. Students who have passed the Higher Secondary Examination with Commerce can be allowed admission to the II year Intermediate Commerce class.
2. Students who have passed the Intermediate examination with Economics of any Indian University, can be allowed admission to three-year B. Com. examination, the first year examination (preparatory) being conducted by the college concerned. and the student successful in this preparatory examination can be allowed admission to B. Com. (two years, course.)
3. Students who have passed B. Com. Part I examination of any Indian University or have been promoted to B. Com. final class in any college or University, can be allowed admission to the 2nd year B. com. class.

APPENDIX XII

Persons who have delivered Convocation Addresses.

1949	Shri Jawaharlal Nehru, Prime Minister of India.
1950	Dr. Rajendra Prasad, President, Republic of India.
1951	Shri C. Rajagopalachari.
1952	Dr. S. Radhakrishnan.
1954	Dr. S.S. Bhatnagar.
1955	Dr. A.A. Hekmet, Iranian Ambassador to India.
1956	Sir Homi Mody,
1957	Shri Humayun Kabir.
1958	Shri Asoke Sen, Union Law Minister.

APPENDIX XIII

Succession List

Chancellors

- 1948-49 ... His Highness Maharaja Hari Singh.
1949 - ... Shri Yuvaraj Karan Singh, Sadr-i-Riyasat, Jammu and Kashmir State.

Pro-Chancellors

- 1948-53 ... Sheikh Mohammad Abdullah, Ex-Prime Minister, Jammu and Kashmir State.
1953 - ... Bakhshi Ghulam Mohammad, Prime Minister, Jammu and Kashmir State.

Vice-Chancellors

- 1948-49 ... Kazi Masud Hasan B.A.,LL.B., Ex-Judge of the High Court of Judicature, Jammu and Kashmir State
1949-57 ... Shri J.N. Wazir B.A.,LL.B (London) Bar-at-Law, Chief Justice, High Court of Judicature, Jammu and Kashmir State.
June 1, 1957 - ... Shri A.A.A. Fyzee, M.A.(Cantab), LL.B., Bar-at-Law.



APPENDIX XIV

Important Dates.

May 15, 1948

The Jammu and Kashmir University Act received the assent of His Highness Maharaja Hari Singh.

May 15, 1948

The Jammu and Kashmir University Act was published in the Government Gazette.

November 1, 1948

The Jammu and Kashmir University Act came into force.

November 2, 1948

The Inauguration Ceremony of the University of Jammu and Kashmir took place.

May 20, 1949

Act II of 2006 received the assent of His Highness.

September 9, 1949

Act No. IX 2006, received the assent of Shri Yuvaraj Karan Singh, Sadr-i-Riyasat, Jammu and Kashmir State.

December, 1956

Act No. XL of 1956, received the assent of Shri Yuvaraj Karan Singh, Sadr-i-Riyasat, Jammu and Kashmir State.

March 30, 1957.

Amendment Ordinance No. III of 1957, received the assent of Shri Yuvaraj Karan Singh. Sadr-i-Riyasat, Jammu and Kashmir State.

APPENDIX XV

Statutes passed by the Senate in its annual meeting held on 23rd October, 1958.

Number of students in a class or section.

1. *The maximum number of students in a class or section shall not exceed 80 for purposes of lectures in the class room.

2. Change of a subject by a failure.

A candidate who has failed or not appeared in the examination after having completed the prescribed course in a college may change one of his subjects while appearing in a subsequent examination as a late college student in the capacity of a private candidate.

3. Statute No. 2 (2) of the First Statutes regarding representation on the Senate of the teachers teaching in degree colleges as amended.

†The number of teachers to be elected by teachers of degree colleges shall be six to be distributed as follows:—

- | | | |
|-----|--|---------|
| (1) | Women's colleges | ... one |
| (2) | Teachers' training colleges | ... one |
| (3) | Degree colleges other than (1) and (2) above in the Kashmir Province | ... two |
| (4) | Degree colleges other than (1) and (2) above in the Jammu Province | ... two |

*This will replace statutes 5 on pages 91, 92 of the handbook.

†This has replaced the Statute given on page 30 of the handbook.

4. Statutes regarding requirements for appointments of (i) examiners and paper-setters, (ii) superintendents and supervisory staff including inspectors of examination centres (theory and practical.)

Examiners and Paper-setters.

- (1) No one shall normally be appointed a paper-setter for any examination unless he has at least five years' experience of teaching the subject for an examination of the standard for which he is appointed paper-setter.
- (2) For the Matriculation examination, no one shall be appointed a paper-setter unless he is a trained graduate or holds a Master's Degree. with B. Ed, or M. Ed.
- (3) No one shall be appointed a sub-examiner for any examination unless he has at least three years, teaching experience of the subject up to the standard for which he is appointed sub-examiner.
- (4) For the B. A., B. Sc., B. Com. (theory and practical) examinations, and Honours examinations, in Oriental Classical and Modern Indian Languages no one shall be appointed as a sub-examiner unless he is a lecturer with at least ten years' teaching experience or a reader.

Explanation: For purposes of the above Statute, the term 'Reader' includes a Reader in Government service.

- (5) For the Intermediate examination, no one shall be appointed a sub-examiner unless he has six years, teaching experience of the Intermediate class.
- (6) For the Matriculation examination the following persons shall, unless otherwise

- ineligible, be considered for appointment as sub-examiners in order of preference.
- (i) headmasters and headmistresses of high schools with five years' teaching experience of Matriculation classes,
 - (ii) qualified trained teachers of high schools with five years' teaching experience of Matriculation classes.
 - (iii) lecturers of colleges with five years' teaching experience in the aggregate.
- (7) All appointments of examiners from among the teaching staffs of colleges' schools or the University shall be made on the principle of rotation by seniority.

Explanation: The term 'seniority' means seniority as defined in the Kashmir State Service Regulations or, in the case of University teachers, the University Service Regulations.

- (8) Notwithstanding anything contained in the above Statutes, the appointing authority may in exceptional cases make appointments otherwise than as laid down above.

Appointment of Inspectors of Centres, Superintendents and other supervisory staff.

- (1) There shall be separate inspectors for theory and practical examination centres. An inspector of practical examination centres shall have the power to check and if necessary revise an award given on the spot by an examiner. All such cases of revision shall be specifically brought to the notice of the head-examiner whose decision thereon shall be final.
- (2) No one shall be appointed superintendent of an examination centre unless

he has worked at least twice as deputy superintendent

- (3) No one shall be appointed superintendent, unless he has the status of a gazetted officer.

Explanation: For purposes of the above Statute, the headmasters or headmistresses of private high schools and members of the teaching staff of private colleges not below the rank of lecturer shall be deemed to be gazetted officers.

- (4) No one shall be appointed as deputy superintendent unless he has worked twice as supervisor.
- (5) No one shall be appointed as inspector of centres in theory examinations unless he has at least three years' experience as superintendent of an examination centre.
- (6) Notwithstanding anything contained in the above Statutes, the appointing authority may in exceptional cases make appointments otherwise than as laid down above.

6. Statutes regarding grant of eligibility certificate.

A student from another university, or a board of secondary, higher secondary or intermediate examination, or any other statutory examining body, seeking admission to the University or a college shall apply to the Registrar on the prescribed form through the Principal of the college or Head of the University Department to which he/she is seeking admission for a certificate of eligibility, and shall at the same time pay a fee of Rs. 20/-, one half of which may be refunded if no such certificate can be issued by the Uni-

versity for any reason whatsoever. All such applications shall be accompanied by the qualification and migration certificates from the University or the Board, he/she intends to leave. No student from another university or board shall be admitted to any institution or department maintained by or affiliated to the University except on production of a certificate of eligibility in the following form signed by the Registrar:

CERTIFICATE OF ELIGIBILITY

Certified that.....having passed/failed in the.....examination of the.....in the year.....and having attended*.....year class of..... (University.....) up to..... is eligible for admission to theclass in the University.

Provided, however, that the Principal of the college or the Head of the Department concerned may admit a student provisionally at the candidate's risk and responsibility on production of a provisional qualification certificate in original and on payment of the prescribed fee for the issue of eligibility certificate and submission of the application on the prescribed form. Such provisional admission shall entitle a student to join at his own risk and on condition that he obtains a final certificate of eligibility before

*This will apply only in the case of students who have already joined a course in another university but have not completed it and seek admission to this University for completion of the corresponding course in the University. Such a student shall furnish details of subjects which he took in the university/board from which he is migrating together with a statement of lectures delivered and attended from the Principal of the college recently attended by him along with reasons of migration. Permission may be granted in all such cases only by the Syndicate for very special reasons

the close of the academic year in which the student is provisionally admitted. An undertaking in writing to this effect shall be obtained from the applicant in the following form, duly attested by a magistrate or an oath commissioner—

“Ison ofresident of.....hereby declare that I am seeking provisional admission toclass in.....College/Department of..... ..of the University of Jammu and Kashmir, on the clear understanding that my admission to the class is provisional and is subject to confirmation on the issue of certificate of eligibility by the University under rules. If for any reason, whatsoever, the University declines to issue the said certificate, my provisional admission will, automatically, stand cancelled.”

7. Amendment to Statute 1 (iv)&1(v) governing the constitution of the Board of Inspection.*

Statutes 1 (iv) is re-cast as under:—

1(iv) Three persons, out of whom at least one shall be a woman, elected by the Syndicate from its own body.

1(v) re-numbered as 1(vi) and 1(v) is added is as under:—

1(v) Three persons, out of whom at least one shall be a woman, elected by the Senate from its own body.

8. Rules for grant of T.A. and D.A. in case where free means of locomotion are provided.

1. When a University servant or a member of a University body or one asked to undertake journey for the University travels by a car or any other kind of conveyance which does not belong to him and is not hired by him, he will be entitled to draw daily allowance only.

*See page 75 of the Handbook.

2. When a conveyance is supplied by the University free of any charge only daily allowance will be admissible as under:-

- (i) If the absence from head-quarters exceeds 12 hoursfull daily allowance.
- (ii) If the absence from head quarters is from six to twelve hours $\frac{1}{2}$ daily allowance.
- (iii) If the absence from head-quarters does not exceed 6 hours.....Nil

Explanation :

The chauffeur of a motor car or jeep provided at the expense of the University when making journey by road on the motor car or the jeep in his charge may draw D. A. under Rule 1 if the journey involves an absence of at least one night from his head-quarters. For a journey which does not involve such an absence, no D. A. or T. A. may be charged.

3. For journeys made partly by his own or hired conveyance and partly by a conveyance borrowed from the University or provided by the University at its own expense, T. A. may be drawn for each kind of journey as a separate journey subject to the condition that the total allowance does not exceed the amount which would have been admissible if the whole distance had been travelled in his own or hired conveyance.

Explanation :

A hired conveyance includes a car borrowed by the officer but of which all the cost of propulsion is paid by him.

Actual expenses

4. When actual expenses are claimed under rules or under special orders of the Syndicate, they should be supported by details sufficient to validate their nature and supporting vouchers as far as possible.

9. Re-appropriation Rules

(A) General

1. (1) Appropriations against the several primary units shown in the budget estimates shall not ordinarily be exceeded. The estimates provide for all items of expenditure for the financial year as far as they can be foreseen. Proposals for fresh expenditure not provided for in the estimates during the course of the year, are therefore not justified in ordinary circumstances and shall not be made unless there are very special reasons.

(b) Unavoidable and unforeseen circumstances may, however, sometimes arise in the course of a financial year making it necessary to incur urgently fresh expenditure under one or more primary units or to incur expenditure on a new service not contemplated in the principal budget estimates. In such cases the procedure for providing the requisite funds shall be as follows:

- (i) Savings in other appropriations, by postponement or curtailment of less urgent expenditure included in the same grant may be re-appropriated for the purpose.
- (ii) If the above-mentioned course is not possible, application for an extra grant shall be submitted to the Syndicate.

(B) Re-appropriations.

II. (a) Re-appropriation which implies the

transfer of funds from one unit of appropriation to another under the fluctuating grants is only permissible when it is known or anticipated that the appropriation for the unit from which funds are proposed to be diverted will not be utilised in full or that savings can be effected in the appropriation for that unit. In no case is it permissible to re-appropriate from a unit with the intention of restoring the diverted appropriation to that unit when savings become available under other units later on in the year.

- (b) No re-appropriation shall be allowed without verification by the Accountant, of savings proposed to be re-appropriated.

III. Re-appropriation shall not be permissible:

- (a) From the capital side of the budget to revenue side or vice versa;
- (b) from savings under salaries of officers and pays of establishment to fluctuating grants and vice versa;
- (c) from an appropriation sanctioned for a particular and specified purpose;
- (d) after the close of the financial year;
- (e) to meet expenditure which has not been sanctioned by the competent authority;
- (f) to incur expenditure on any object provision for which has been specifically reduced or refused by the Syndicate in sanctioning the budget;
- (g) from lump sum provision i.e. amounts provided in the Budget subject to administrative sanction to details.

IV. Subject to the restrictions mentioned in paragraph III above, re-appropriations from one major or minor head to another may be sanctioned with the previous concurrence of the Honorary Treasurer :

- (a) by the Vice-Chancellor up to a maximum of Rs. 10,000 in each case;
- (b) by the Registrar up to a maximum of Rs. 1,200 in each case;
- (c) by the Head of the Post-graduate Department up to a maximum of Rs. 200 in each case;

Provided that re-appropriation exceeding Rs. 10,000 shall require the sanction of the Syndicate.

(C) Supplementary appropriations (extra grant).

V. If on account of exceptional reasons expenditure which is either not provided for in the budget estimates of the year or is in excess of the budget provision has to be incurred, and if the authority incurring the expenditure is not in a position to find funds by re-appropriation, application shall be made for the provision of additional funds by an extra grant. While proposing such extra grants, it shall be explained clearly:—

- (i) why the expenditure was not provided in the original budget, and
- (ii) why it cannot be postponed for consideration in the next budget.

VI. Proposals for extra grants shall be submitted to the Syndicate through the Standing Finance Committee. Before submitting the proposal, the opinion of the Honorary Treasurer shall be obtained.

10. Addition to Rule 3 of Rules governing late admission to colleges.

The following words have been added to the Statute after the words “the head of the institution” :

“or the Secretary, Public Service Commission, Jammu and Kashmir State, or any other authority constituted by the Government or the University to procure admission for candidates to professional or scientific institutions”.

APPENDIX XVI

†Rules regarding the award of Post-graduate scholarships.

1. There will be two scholarships for each class of the value shown against each.

(a) One merit scholarship——Rs. 30/- p. m.

(b) One poverty-cum-merit scholarship——Rs. 30/- p. m.

2. The scholarships will be tenable for the period shown as under :—

(a) V Year for eight months (from August to March)

(b) VI Year for one year (from April to March)

3. The scholarships will be awarded only to the following categories of students :—

(i) First-class graduates,

(ii) Second-class graduates with Honours in the concerned subject,

(iii) Second-class graduates with at least 50% marks in the B. A. or B. Sc. or B.Com. examinations in the subjects taken up for post-graduate studies.

The order of preference will be decided on the following basis :—

(i) Honours in the concerned subject to be given preference over an ordinary graduate whatever the position in the pass course of the latter be.

† (Sanctioned by the Syndicate-resolution 41 of Nov. 21, 1958)

- (ii) For deciding comparative merit, the aggregate marks in Honours and pass course combined or in the pass course in the subject concerned will be the determining factor.

4. In case of poverty-cum-merit scholarship the application of only those students, the monthly income of whose family does not exceed Rs. 150, will be entertained.

5. The progress of the scholarship holders will be watched in the departmental term examinations and due consideration will be given to the seminar work of the student. In case it appears to the Head of the Department that the scholarship holder does not maintain the required progress, the scholarship granted to him can be withheld and granted to a more deserving student.

6. The scholarship granted to a student in V Year Class can be continued in VI Year also provided the Head of the Department is satisfied with his all-round progress.

7. A student will be eligible to get one scholarship at a time on the condition that he is not in receipt of any other scholarship or stipend from the State or the Central Government or the University Grants Commission. Students enjoying any such scholarship or stipend will be required either to surrender it, or the scholarship granted by the Department will be cancelled. Necessary undertaking will be secured from the student to this effect before any part of the scholarship is paid to him.

8. Necessary deduction will be made for the days or parts of the days the scholarship holder remains absent from the class. This will be calculated on the basis of the value of the

scholarship and the number of working days in a particular month.

9. The teaching staff of the Departments will constitute the Selection Committees for assessing the merits of the applicants for scholarships.

10. The Vice-Chancellor will be the sanctioning authority for the scholarships.

APPENDIX XVII

***Rules regarding tours undertaken by Post-graduate Students of Geology**

1. Five tours shall be undertaken during two years as detailed below :
 - (i) One tour outside the State to places of geological interest.
 - (ii) One tour to geologically important places in the Kashmir Valley.
 - (iii) Three local tours in the Jammu Province.
2. **Travelling allowance.**

The students shall be paid III Class railway fare, or actual bus fare for journey by rail or road as the case may be. (These charges shall be certified by the Head of the Department).
3. The students shall also be paid actual pony or coolie charges for carriage of luggage on a bridle path and actual lodging expenses. (All these charges shall be certified by the Head of the Department).
4. **Staff:** One teacher for every batch of ten students or part thereof shall accompany the party. He will be paid T.A. and D.A. under rules.
5. **Establishment:** One attendant or peon shall be allowed for a party of every 15 students or a part thereof. He will be paid T.A. and D.A. under rules.

*Sanctioned by the Syndicate - Resolution No. 7 of October 9, 1958.

APPENDIX XVIII

***Amendments to Sports Rules**

In Rule 1, add hockey, table tennis and basket ball for women students. In Rule 2, in the case of women colleges the number of participating teams shall be only two.

In Rule 5, entry fee will be uniform for all institutions irrespective of the number of students on roll, and the lower rate of fee will prevail.

Rule No. 7 deleted.

Rule No. 8 replaced as under :

Forms of entry fees shall be got printed by the Sports Secretary/University Office and supplied free to the colleges.

Rule No. 9 replaced as under :

The programme of various events during the year shall be drawn up by the Sports Board in March each year and immediately sent to the colleges. This shall indicate the date on which a tournament is to commence and the date on which entry fee is to be received.

Rule No. 14 replaced as under :-

No student shall be eligible to represent his college for more than :

- (i) 4 years after passing the Matriculation while in the Intermediate class ;
- (ii) 3 years after passing the Intermediate while in the Degree class ;

- (iii) 2 years after passing the Degree in the M.A. class.

Rule 16 replaced as under :-

An examinee shall be eligible to represent his college till the declaration of his result by the University and be permitted to play to the finals in the tournament in which he participated before the declaration of his result.

“Examinee” means a person who has appeared as a regular college student and not one who has not completed the examination or falls ill or is an exemption case provided under the relevant Statute for the Degree examination.

Rule 17 replaced as under:-

The complaints, protests, etc. will be considered by the members of the Sports Board nominated by the Board for this purpose.

Rule No. 39 replaced as under :-

Certificates of merit signed by the Vice-Chancellor or, in his absence, by the Registrar shall be awarded to the individual members of the finalist teams in game tournament and to the individuals securing first, second and third places in athletics, swimming, cross-country race, boxing etc.

Rule No. 40 replaced as under :

The University shall pay return bus fare according to Government Transport Department's rates to the team going from one place to another. The board and lodging expenses of the participating teams will be paid by the college concerned.

The in-charge of various teams will be paid T.A. and D.A. by the University under rules.

Rule No. 43 replaced as under :-

The maximim number of players eligible for T.A. from the University shall be as follows :-

- (i) Hockey, cricket,
football, throw-ball,
and soft-ball 11 plus 2 extra.
- (ii) Volley-ball, kabaddi,
boat race, water
polo ... Actual plus 1
extra.
- (iii) Badminton, Tennis,
Athletics, Swimming
Teni-Koit and Table
Tennis ... Actual number of
players.

Rule No. 44 replaced as under:

The matches in the Jammu and Kashmir Zones shall be played on the knock-out system. The finals will be played on knock-out system alternatively at Jammu and Kashmir.

Rule No. 46 amended as under:

All cricket matches will last for 3 days and on each day it will be played for 6 hours. The final match will be played to the finish.

Note :—If on account of rain or other unavoidable circumstances, the playing of a match has to be abandoned on the day or part of the day fixed for the match, the match will be played for the remaining period only. If, on account of this, both innings have not been completed within the stipulated time, the lead in the first innings shall determine the winner of the match.

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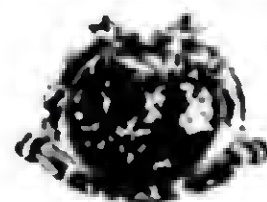
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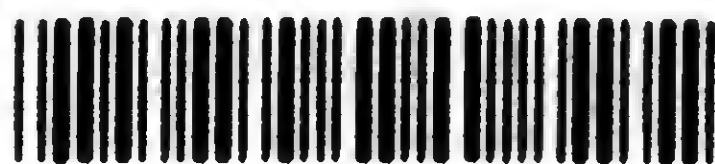
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